For Basic Concept of English Grammar

OXFORD JUNIOR ENGLISH GRAMMAR

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GOOD MAN (P & D)
BARI PATH, CHICKTOLI GALI, LANGER TOLI, PATNA – 800 004

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1. Parts of Speech

अंग्रेजी भाषा में जितने भी शब्द हैं उनको, वाक्यों में कार्य एवं प्रयोग के विचार से, आठ भागों में बाँटा गया है। इनमें से प्रत्येक भाग को Part of Speech कहते हैं।

* All the English words are divided into eight groups according to the work they do in a sentence. Each group is called part of speech.

ये निम्नलिखित हैं —

1. Noun (संज्ञा)
2. Pronoun (सर्वनाम)
3. Adjective (विशेषण)
4. Verb (क्रिया)
5. Adverb (क्रियाविशेषण)
6. Preposition (संबंधबोधक अव्यय)
7. Conjunction (समुच्चयबोधक अव्यय)
8. Interjection (विस्मयादिबोधक अव्यय)

पिछली कक्षाओं में आपने Parts of Speech का कुछ अध्ययन जरूर किया होगा। अब आप यहाँ इनका अलग-अलग विस्तारपूर्वक अध्ययन करेंगे। लेकिन आपको एक बात शुरू से ही ध्यान में रखना अत्यंत आवश्यक है —

शब्दों का वर्गीकरण वाक्यों में उनके कार्य एवं प्रयोग की दृष्टि से किया गया है। अंग्रेजी भाषा में अनेक ऐसे शब्द हैं जिनका प्रयोग वाक्यों में देखे बिना यह नहीं कहा जा सकता कि ये किस Part of Speech के अंतर्गत आते हैं। उदाहरण के लिए love, fast और in को लें। वाक्यों में इनका प्रयोग देखे बिना आप यह नहीं कह सकते कि ये किस group में आते हैं। लेकिन वाक्यों में इन्हें देखने के बाद आपके सामने कोई confusion नहीं रह जाता है —

I love my country.	(love — verb)
She is my love.	(love — noun)
This is a fast train.	(fast — adjective)
The boy runs fast.	(fast — adverb)
He is playing in the field.	(in — preposition)
Please come in.	(in — adverb)

इसलिए आप ऐसे शब्दों को गंभीरता से लें और इनका वर्गीकरण वाक्यों में प्रयोग देखने के बाद ही करें।

□

2. Nouns

इन वाक्यों को देखें —

Ramu is a farmer.
The cow gives milk.
India is a country.

There is a book on the table.
My father believes in honesty.
I can't forget his kindness.

इन वाक्यों में आए शब्द Ramu, farmer और father व्यक्तियों के नाम हैं; cow एक जानवर का नाम है; milk, book और table वस्तुओं के नाम हैं; India और country स्थानों के नाम हैं; honesty और kindness विचार/भाव के नाम हैं। दुनिया में ऐसे ही हजारों नाम हैं। Grammar की भाषा में इन्हें हम Nouns कहते हैं।

Definition: किसी व्यक्ति, जानवर, स्थान, वस्तु, विचार या भाव के नाम को Noun कहते हैं।

- * A noun is the name of a person, animal, place, thing, feeling or idea.
- * A noun is the name of anything.
- * A noun is a naming word.

ऊपर दी गई परिभाषाओं से यह स्पष्ट है कि Noun एक naming word है। हम जो भी देखते हैं, जानते हैं, सोचते हैं या अनुभव करते हैं, उन सभी के नाम Nouns हैं।

Kinds of the Noun: Noun के पाँच भेद हैं।

1. Proper Noun (व्यक्तिवाचक संज्ञा)
2. Common Noun (जातिवाचक संज्ञा)
3. Collective Noun (समूहवाचक संज्ञा)
4. Material Noun (द्रव्यवाचक संज्ञा)
5. Abstract Noun (भाववाचक संज्ञा)

1. Proper Noun: किसी व्यक्ति, स्थान, जानवर या वस्तु के खास नाम को Proper Noun कहते हैं। Proper का अर्थ है — one's own.

*A proper noun is the name of a particular person, animal, place or thing.

Examples: Ram, Shyam, Geeta, India, Patna, Tom, Moti, Lucy, Yamuna, Ramayana, Bible, Sunday, Monday, January, February, Holi, Id, The Hindustan Times, etc.

2. Common Noun: जिस Noun से किसी खास व्यक्ति, जानवर, स्थान या वस्तु का बोध न होकर पूरी जाति या श्रेणी का बोध होता है, उसे Common Noun कहते हैं। Common का अर्थ है — shared by all of the same group.

* A common noun is a name given in common to every person, animal, place or thing of the same class or kind.

Examples: boy, girl, cat, dog, bird, snake, man, table, pen, book, river, mountain, town, country, etc.

Note: Sita, Geeta और Mala से खास लड़कियों का बोध होता है, अतः ये Proper Nouns हैं। परंतु girl कहने से किसी खास लड़की का बोध न होकर किसी भी लड़की का बोध होता है। अतः girl एक Common Noun है।

Leela is a proper noun, but girl is a common noun.
Manoj is a proper noun, but boy is a common noun.
Patna is a proper noun, but city is a common noun.
Bihar is a proper noun, but state is a common noun.
Moti is a proper noun, but dog is a common noun.
India is a proper noun, but country is a common noun.
Yamuna is a proper noun, but river is a common noun.

3. Collective Noun: जिस Noun से एक ही तरह के व्यक्तियों या वस्तुओं के समूह का बोध होता है, उसे Collective Noun कहते हैं।

* A collective noun is the name of a number of persons or things taken together and spoken of as one whole.

Examples: class (वर्ग), crowd (भीड़), army (सेना), team (दल), family (परिवार), committee (समिति), mob (भीड़), bunch (गुच्छा), flock (झुंड), etc.

'army' कहने से सैनिकों के समूह का बोध होता है। 'crowd' कहने से व्यक्तियों के समूह का बोध होता है। इसी प्रकार उपर्युक्त अन्य शब्द किसी-न-किसी समूह का बोध कराते हैं। अतः वे Collective Nouns हैं।

4. Material Noun: जिस Noun से किसी द्रव्य/पदार्थ का बोध होता है, जिसे मापा या तौला जाता है, किंतु गिना नहीं जाता है, जिससे विभिन्न वस्तुओं का निर्माण होता है, उसे Material Noun कहते हैं।

* A material noun is the name of a material substance.

Examples: water, milk, wood (लकड़ी), gold (सोना), iron (लोहा), stone (पत्थर), rice, ink, sugar (चीनी), oil (तेल), paper (कागज), ghee, wheat (गेहूँ), flour (आटा), bread (रोटी), chalk (खली), meat (मांस), silver (चाँदी), brass (पीतल), pulse (दाल), wool (ऊन), etc.

Note: wood Material Noun है, परंतु इससे निर्मित chair, table, bench, house इत्यादि Common Nouns हैं। bread भी Material Noun है। अतः आप 'एक रोटी' के लिए 'a bread' न लिखकर 'a piece of bread' लिखें।

5. Abstract Noun: उस गुण, अवस्था, विचार या भाव के नाम को Abstract Noun कहते हैं जिसे देखा या छुआ नहीं जा सकता है, सिर्फ अनुभव किया जा सकता है।

* An abstract noun is the name of some quality, state, feeling or idea that we can only think of or feel but cannot see or touch.

Examples: goodness (अच्छाई), kindness (दयालुता), darkness (अँधेरापन), foolishness (मूर्खता), greatness (महानता), sickness (बीमारी), weakness (कमजोरी), richness (धनाढ्यता), sweetness (मिठास), honesty (ईमानदारी), bravery (बहादुरी), wisdom (बुद्धिमानी), beauty (सुंदरता), truth (सचाई), laughter (हँसी), love (प्यार), sleep (नींद), death (मृत्यु), youth (जवानी), poverty (गरीबी), heat (गर्मी), boyhood (लड़कपन), childhood (बचपन), friendship (दोस्ती), etc.

Note: Arts एवं Sciences के नाम भी Abstract Nouns हैं। जैसे — grammar, physics, chemistry, music, history, etc.

EXERCISE 1

Direction: Pick out the nouns in the following sentences. Say whether they are proper, common, collective, material or abstract.

Examples:

(a) Ram is the best boy in the class.
Ans. Ram — Proper Noun, boy — Common Noun, class — Collective Noun.

(b) Sympathy is better than gold.
Sympathy — Abstract Noun, gold — Material Noun.

1. Sohan has a red car.
2. Children drink milk.
3. My brother is the captain of the team.
4. Patna is the capital of Bihar.
5. The cat has two eyes.
6. Gandhijee was a great leader of India.
7. The Ganges is a holy (पवित्र) river.
8. There is a cap on his head.
9. Gold, silver and money cannot buy honesty.
10. The teacher taught me physics and chemistry.

11. Monday is the first day of the week.
12. He has been a good singer (गायक) since his childhood.
13. Friendship is a boon (वरदान).
14. Without health there is no happiness (खुशी).
15. He gave me a bunch of grapes (अंगूर).
16. Ram eats bread, mangoes and sugar.
17. The ring is made of silver.
18. There is a crowd (भीड़) on the road.
19. I have love (प्रेम) for my friends.
20. The juice (रस) has no sweetness (मिठास).

EXERCISE 2

Direction: In each of the following groups of words, pick out the noun that belongs to a different class of nouns from the rest.

Examples:

(a) gold, rice, ghee, mango, sand — Ans. mango

(b) father, brother, family, son, friend — Ans. family

1. chair, boy, watch, wood, river
2. gold, silver, ring, iron, brass (पीतल)
3. boy, childhood, girl, son, daughter
4. book, paper, pen, student
5. mango, apple, juice, orange
6. table, desk, class, room, chair
7. singer (गायक), music (संगीत), dancer, player (खिलाड़ी)
8. milk, ink, tea, coffee, bread, apple
9. teacher, student, class, doctor, boy
10. book, apple, nurse, jug, wood
11. apple, mango, orange, rice, banana (केला)
12. music, bunch, army, crowd, mob
13. class, crowd, team, player, family
14. police, soldier, army, commander (सेनापति)
15. bottle, cup, boy, wine (शराब)
16. day, month, year, Sunday, ball
17. death (मृत्यु), fear (डर), mob (भीड़), goodness
18. physics, chemistry, subject, friendship
19. car, petrol, driver, road, book
20. health, disease (बीमारी), pain (दर्द), doctor

Modern Classification of the Noun

आधुनिक अंग्रेजी व्याकरण (Modern English Grammar) में Nouns को तीन भागों में बाँटा गया है —

1. Proper Noun (व्यक्तिवाचक संज्ञा)
2. Countable Noun (गणनीय संज्ञा)
3. Uncountable Noun (अगणनीय संज्ञा)

1. Proper Noun: किसी व्यक्ति, जानवर, स्थान, दिन, महीना, वस्तु, इत्यादि के खास नाम को Proper Nouns कहते हैं।

* A proper noun is the name of a particular person, animal, place, day, month or thing.

Examples: Sohan, Tom, Lucy, Nepal, Delhi, Sunday, Monday, January, February, Ganges, Bagmati, Himalayas, Ramayana, Gita, The Times of India, etc.

2. Countable Noun: जिस Noun को हम गिन सकते हैं, उसे Countable Noun कहते हैं।

* The noun which can be counted is called the countable noun.

Examples: cow, dog, class, man, leg, eye, book, star, river, army, state, girl, child, student, etc.

3. Uncountable Noun: जिस Noun को हम नहीं गिन सकते हैं, उसे Uncountable Noun कहते हैं।

* The noun which cannot be counted is called the uncountable noun.

Examples: oil, water, rice, bread, butter, flour, wheat, brass, silver, love, beauty, honesty, truth, boyhood, childhood, youth, kindness, goodness, friendship, knowledge (ज्ञान),courage (हिम्मत), fear (डर), etc.

Note: 1. Uncountable Noun के पहले न तो a/an का प्रयोग होता है, न ही इसका Plural Form होता है। अर्थात् a oil, a water, oils, wheats, इत्यादि लिखना गलत होगा। अगर कहीं Plural Form बनता भी है, तो उसके अर्थ में परिवर्तन होता है।

2. Countable Noun के पहले a/an का प्रयोग होता है और इसका Plural Form होता है। जैसे — a boy, boys, an ant, ants.

3. हिंदी भाषा में रोटी एक गणनीय संज्ञा है, परंतु अंग्रेजी भाषा में bread Uncountable Noun है। अतः आप 'एक रोटी' की अंग्रेजी 'a bread' न लिखकर 'a piece of bread' लिखें। चार रोटियाँ — four pieces of bread.

4. इसे ध्यान में रखें —

पुराने Grammar के अनुसार Noun के भेद		आधुनिक Grammar के अनुसार Noun के भेद
1. Proper Noun		1. Proper Noun
2. Common Noun 3. Collective Noun	को मिलाकर	2. Countable Noun
4. Material Noun 5. Abstract Noun	को मिलाकर	3. Uncountable Noun

EXERCISE 3

Direction: Pick out the nouns in the following sentences. Say whether they are proper, countable or uncountable.

Example: Mr Chopra is a man of great knowledge.

Ans. Mr Chopra — Proper Noun, Man — Countable Noun, Knowledge — Uncountable Noun.

1. The cow is an animal.
2. A dog has four legs.
3. Ram is a student of this school.
4. Mumbai is a big city of India.
5. There are milk, rice, bread and oranges on the table.
6. A week has seven days.
7. The students are reading books in the class.
8. Children have honesty.
9. The Ganges is a river.
10. I have love for my friends.
11. This chair is made of wood.
12. An apple is good for health.
13. The little girl has no fear.
14. He has kindness and greatness.
15. Our army showed great courage in the battle last year.
16. His son is the captain of the team.
17. I like the music of India.
18. The Gita and the Ramayana are holy books.
19. My friend does not take coffee or tea in the morning.
20. He has been a good singer since his childhood.

□

3. Pronouns

इन वाक्यों को देखें —

Ram is a student. He reads in class VI.

Sita is a dancer. She is very beautiful.

My father has a car. It is red.

The boys are absent today. They will come tomorrow.

इन वाक्यों में आए शब्द He, She, It और They पर विचार करें। ये किसी-न-किसी Noun के बदले में प्रयुक्त हुए हैं। He का प्रयोग Ram के बदले में, She का प्रयोग Sita के बदले में, It का प्रयोग car के बदले में और They का प्रयोग boys के बदले में हुआ है। ऐसे शब्दों को Grammar की भाषा में Pronouns कहते हैं।

Definition: Pronoun वह शब्द है जो किसी Noun के बदले में प्रयुक्त होता है।

* A pronoun is a word used instead of a noun.

* A pronoun stands for a noun.

Pronoun की परिभाषा से स्पष्ट है कि यह Noun का substitute है। जब हम किसी कारणवश Noun का प्रयोग करना नहीं चाहते, तब उस Noun के बदले उपयुक्त Pronoun का प्रयोग करते हैं। Pronoun की उपयोगिता को समझने के लिए इन वाक्यों पर विचार करें —

Ram is my friend. Ram reads in my class. Ram is absent today, because Ram is ill.

यहाँ Ram (Noun) का प्रयोग बार-बार होने से संपूर्ण expression भद्दा-सा लगता है। अगर दूसरे और तीसरे वाक्य में Ram के बदले He का प्रयोग करें, तो यह भद्दापन समाप्त हो जाएगा —

Ram is my friend. He reads in my class. He is absent today, because he is ill.

Kinds of the Pronoun: Pronoun के निम्नलिखित प्रमुख भेद हैं —

1. Personal Pronoun (व्यक्तिवाचक सर्वनाम)
2. Possessive Pronoun (अधिकारवाचक सर्वनाम)
3. Reflexive Pronoun (निजवाचक सर्वनाम)
4. Emphatic Pronoun (बलदायक सर्वनाम)
5. Demonstrative Pronoun (संकेतवाचक सर्वनाम)

6. Indefinite Pronoun (अनिश्चयवाचक सर्वनाम)
7. Distributive Pronoun (व्यष्टिवाचक सर्वनाम)
8. Reciprocal Pronoun (परस्परबोधक सर्वनाम)
9. Relative Pronoun (संबंधवाचक सर्वनाम)
10. Interrogative Pronoun (प्रश्नवाचक सर्वनाम)

1. Personal Pronouns

I, we, you, he, she, it और they को Personal Pronouns कहा जाता है।

* I, we, you, he, she, it and they are called personal pronouns.

यहाँ Personal का अर्थ है — relating to Persons (First Person/ Second Person/Third Person). I और We First Person के Pronouns हैं। You Second Person का Pronoun है। He, She, It और They Third Person के Pronouns हैं। इसलिए इन सातों Pronouns को Personal Pronouns कहा जाता है।

Personal Pronouns के रूप case-wise बदलते हैं, जिन्हें इस सारणी से समझें —

Nominative Case	Possessive Case		Objective Case
	Possessive Adjective	Possessive Pronoun	
I	My	Mine	Me
We	Our	Ours	Us
You	Your	Yours	You
He	His	His	Him
She	Her	Hers	Her
It	Its	×	It
They	Their	Theirs	Them

Note 1. Personal Pronouns के सभी forms को आप यहाँ देख रहे हैं। इनमें से My, Our, Your, His, Her, Its और Their को Possessive Adjectives कहा जाता है क्योंकि ये किसी-न-किसी Noun के ठीक पहले प्रयुक्त होते हैं और Adjective की तरह कार्य करते हैं, जैसे —

This is my book.
Those are your books.
That is her book.

इन Possessive Adjectives में His और Her दो ऐसे शब्द हैं जिनका प्रयोग Pronoun की भाँति भी होता है, परंतु इस स्थिति में इनके ठीक बाद कोई भी Noun प्रयुक्त नहीं रहता, जैसे —

This book is his.	(his — Pronoun)
I know her.	(her — Pronoun)

Note 2. Pronoun का प्रयोग Noun के बदले में होता है। इसलिए Pronoun के ठीक बाद कोई भी Noun प्रयुक्त नहीं रहता। जब Pronoun के ठीक बाद कोई Noun प्रयुक्त रहता है, तब वह Pronoun Adjective में परिवर्तित हो जाता है क्योंकि इस स्थिति में वह अपने बाद आनेवाले Noun को qualify करता है।

2. Possessive Pronouns

जिस Pronoun का प्रयोग अधिकार दिखाने के लिए किया जाता है, उसे Possessive Pronoun कहते हैं।

* The Pronoun used to show possession is called a possessive pronoun.

mine, ours, yours, hers, his और theirs Possessive Pronouns हैं। इनका प्रयोग वस्तुओं पर अधिकार दिखाने के लिए किया जाता है, जैसा कि इन उदाहरणों से स्पष्ट है —

This book is mine.
These are ours.
This saree is hers.
That book is yours.
Those are his.
Those chairs are theirs.

Note: इनमें सिर्फ His एक ऐसा शब्द है जो Possessive Pronoun भी है और Possessive Adjective भी। जैसे —

This is his car.	(his — Possessive Adjective)
This car is his.	(his — Possessive Pronoun)

3. Reflexive Pronouns

जब वाक्य में myself, ourselves, yourself, yourselves, himself, herself, itself और themselves के प्रयोग से काम करने का असर खुद कर्ता पर पड़ना प्रतीत होता है, तब इन्हें Reflexive Pronouns कहा जाता है।

* The pronouns myself, ourselves, yourself, yourselves, himself, herself, itself and themselves are called reflexive pronouns when the action done by the subject turns back upon the subject.

I hurt myself.	मैंने अपने आपको चोट पहुँचाई।
We can help ourselves.	हमलोग अपने आपको मदद कर सकते हैं।
She ruined herself.	उसने अपने आपको बर्बाद किया।

यहाँ चोट पहुँचाने, मदद करने और बर्बाद करने का असर खुद कर्ता पर है। कर्ता ने खुद को चोट पहुँचाई। कर्ता खुद की मदद कर सकता है। कर्ता ने खुद को बर्बाद किया। अतः myself, ourselves और herself इन वाक्यों में Reflexive Pronouns हैं।

4. Emphatic Pronouns

जब myself, ourselves, yourself, yourselves, herself, himself, itself और themselves का प्रयोग वाक्य में किसी Noun या Pronoun पर जोर देने के लिए होता है, तब इन्हें Emphatic Pronouns कहा जाता है।

* Myself, ourselves, yourself, yourselves, herself, himself, itself and themselves are called emphatic pronouns when they are used for the sake of emphasis.

इन वाक्यों में इनके प्रयोग को देखें —

I killed the tiger myself.	मैंने स्वयं (खुद) बाघ को मारा।
He himself said so.	उसने स्वयं (खुद) ऐसा कहा।
She herself liked him.	उसने स्वयं (खुद) उसे पसंद किया।
You can do it yourself.	तुम इसे स्वयं (खुद) कर सकते हो।

Note: myself, ourselves, इत्यादि के spelling पर ध्यान दें। Singular Pronoun के साथ self लगता है और Plural Pronoun के साथ selves लगता है। you का प्रयोग जब एक व्यक्ति के लिए होता है, तब yourself और जब इसका प्रयोग अनेक व्यक्तियों के लिए होता है, तब yourselves का प्रयोग होता है। आप जानते हैं कि I, he, she और it Singular Number में हैं। we और they Plural Number में हैं। you का प्रयोग Singular और Plural दोनों वचनों में होता है।

EXERCISE 4

Direction: Tell which pronouns / adjectives in the following sentences are personal pronouns / possessive pronouns / reflexive pronouns / emphatic pronouns / possessive adjectives—

Examples:

(a) This is his pen.	(his — Possessive Adjective)
(b) This pen is his.	(his — Possessive Pronoun)
(c) I myself did that.	(I — Personal Pronoun, myself — Emphatic Pronoun)
(d) She washed herself.	(She — Personal Pronoun, herself — Reflexive Pronoun)

1. My mother loves me.
2. This book is hers.

3. Ours is black.
4. Our cow is black.
5. This garden is theirs.
6. It belongs to her.
7. This car is his.
8. This is his car.
9. Her face is beautiful.
10. Its colour is black.
11. She praised herself.
12. I hate myself.
13. She herself wrote this.
14. She herself did this.
15. I will do it myself.
16. He enjoyed himself.
17. The horse hurt itself.
18. They blamed themselves.
19. We ourselves can do it.
20. I myself locked the door.

5. Demonstrative Pronouns

जिस Pronoun का प्रयोग वस्तुओं या व्यक्तियों को सूचित, इंगित या निर्देशित करने के लिए किया जाता है, उसे Demonstrative Pronoun कहा जाता है।

* The pronoun used to point out the object or objects to which it refers is called a demonstrative pronoun.

This, That, These और Those मुख्य Demonstrative Pronouns हैं। इनका प्रयोग इन वाक्यों में देखें —

This is a boy.
That is a girl.

These are balls.
Those are dolls.

Note: जब This, That, These, Those, इत्यादि के ठीक बाद कोई Noun प्रयुक्त रहता है, तब इन्हें Demonstrative Adjectives कहा जाता है, जैसे —

This book is mine.
That book is yours.
These cows are red.
Those cows are brown.
Look at this picture.
What was that noise?

इन वाक्यों में प्रयुक्त शब्द This, That, These और Those Demonstrative Adjectives हैं।

पुनः इन वाक्यों को ध्यान से देखें —

This is my book. (this — demonstrative pronoun)
This book is mine. (this — demonstrative adjective)

6. Indefinite Pronouns

जिस Pronoun से किसी निश्चित व्यक्ति या वस्तु का बोध नहीं होता है, वह Indefinite Pronoun कहलाता है।

* An indefinite pronoun refers to persons or things in a general way and does not refer to any person or thing in particular.

नीचे दिए गए वाक्यों में मोटे अक्षरों में लिखे शब्द Indefinite Pronouns हैं। ध्यान से देखने पर आप पाएँगे कि इनसे किसी निश्चित व्यक्ति या वस्तु का बोध नहीं होता है—

Somebody has stolen my pen.
Anybody can beat him.
Some are gentle.
All are foolish.
None can do this.
Many of them were killed.
One must not praise oneself.
None of them are good.
Nothing is perfect.
Any of you can take it.

Vocabulary: somebody—कोई, anybody—कोई, some—कुछ, all—सब, none—कोई नहीं, many—अनेक, nothing—कुछ भी नहीं, any—कोई।

Note: जब some, all, many, one, any, इत्यादि के ठीक बाद कोई Noun प्रयुक्त रहता है, तब ये Adjectives कहलाते हैं। जैसे, इन वाक्यों में some, all, many, one और any Adjectives हैं—

Some boys are ready.
All things have their own values.
There were not many trees there.
I will take you there one day.
Any fool can do it.

7. Distributive Pronouns

जब each, either और neither का प्रयोग Pronoun के रूप में होता है, तब इन्हें Distributive Pronouns कहा जाता है।

*** When each, either and neither are used as pronouns they are called distributive pronouns.**

[each — प्रत्येक, either — दोनों में से कोई एक, neither — दोनों में से कोई नहीं]

इन वाक्यों में प्रयुक्त शब्द each, either और neither Distributive Pronouns हैं—

Each of you is guilty.
Each of the boys is intelligent.
Either of you can take this book.
Neither of the two boys was absent.

Note: जब each, either और neither के ठीक बाद कोई Noun प्रयुक्त रहता है, तब इन्हें Distributive Adjectives कहा जाता है। इन वाक्यों में each, either और neither Distributive Adjectives हैं—

1. Each boy is intelligent.
2. Either road is safe.
3. Neither book is cheap.

8. Reciprocal Pronouns

each other और one another को Reciprocal Pronouns कहते हैं।

Each other and one another are called reciprocal pronouns.

They loved each other/one another.

(वे एक-दूसरे को प्यार करते थे।)

each other और one another का अर्थ है — एक दूसरे को।

EXERCISE 5

Direction: Tell which pronouns / adjectives in the following sentences are demonstrative pronouns / indefinite pronouns / distributive pronouns / reciprocal pronouns / demonstrative adjectives / distributive adjectives —

Examples:

(a) This is your book. (this — Demonstrative Pronoun)
(b) This book is yours. (this — Demonstrative Adjective)
(c) Some are born great. (some — Indefinite Pronoun)
(d) Some persons are born great. (use of no pronoun)
(e) Each of the boys can do this. (each — Distributive Pronoun, this — Demonstrative Pronoun)
(f) Each boy can do this work. (each — Distributive Adjective, this — Demonstrative Adjective)

1. This car is yours.
2. This is your car.
3. Do you know this?
4. I know this boy.
5. These are your cows.
6. Are those pens yours?
7. Is this milk?
8. Nobody can beat me.
9. Some were happy.
10. Some boys were happy.
11. One should love God.
12. All boys are naughty.
13. None of them are good.
14. They helped one another.
15. Each boy had a pen.
16. Each of the boys had a pen.
17. Either of you can do.
18. Neither of them are ready.
19. Neither way is safe.
20. They helped each other.

9. Relative Pronouns

Relative Pronoun वाक्य में अपने से पहले प्रयुक्त किसी Noun/ Pronoun के बदले में आकर उस Noun/Pronoun की पुनरुक्ति को रोकता है और उस Noun/Pronoun का संबंध अपने से आगे आनेवाले शब्द-समूह से जोड़ता है।

* A relative pronoun refers to some noun/pronoun going before and relates the said noun/pronoun to a group of words coming after.

who, whom, whose, which, what और that मुख्य Relative Pronouns हैं।

इन वाक्यों पर विचार करें —

This is the book. The book was given to me.

इन दोनों वाक्यों को इस प्रकार जोड़ सकते हैं —

This is the book that was given to me.

यहाँ 'that' एक Relative Pronoun है जो अपने से पहले आए Noun (book) के repetition को रोकता है और अभीष्ट Noun का संबंध आगे आने वाले शब्द-समूह से जोड़ता है। यहाँ आप एक grammatical term Antecedent से भी परिचित हो जाएँ। Antecedent वह Noun/Pronoun है जो Relative Pronoun के पहले प्रयुक्त रहता है। ऊपर दिए गए वाक्य में that का Antecedent 'book' है।

इन वाक्यों को देखें। इनमें प्रयुक्त who, which, whom, whose और that Relative Pronouns हैं —

The boy who is playing is my friend.
The chairs which are broken are of no use.
This is the boy whom all praise.
The house whose walls are white is mine.
Take anything that you like.
Here is the book that you lent me.

Note 1. who, whom और whose का प्रयोग व्यक्तियों या बड़े जानवरों के लिए होता है। which का प्रयोग निर्जीव वस्तुओं और जानवरों के लिए होता है। That का प्रयोग सजीव और निर्जीव दोनों के लिए होता है।

Note 2. who, which, whom, whose और what का प्रयोग प्रश्न किए जाने में भी होता है। इस स्थिति में जब ये Pronoun के रूप में प्रयुक्त रहते हैं, तब Interrogative Pronouns कहलाते हैं। जैसे, इन वाक्यों में who, whom, whose, which और what Interrogative Pronouns हैं —

Who are you?

Whom do you love?
Whose is this book?
Which is yours?
What is this?
What is your father?

इन पाँचों शब्दों में whose, which और what ऐसे शब्द हैं जिनके ठीक बाद किसी Noun का प्रयोग हो सकता है और उस स्थिति में ये Adjective की भाँति कार्य करेंगे। अर्थात् जब इन शब्दों को Noun के साथ जोड़कर प्रश्न किए जाने में प्रयोग किया जाता है, तब ये Interrogative Adjectives कहलाते हैं। जैसे, इन वाक्यों में whose, which और what Interrogative Adjectives हैं —

Whose book is this?
Which class do you read in?
What colour do you like?

10. Interrogative Pronouns

जिस Pronoun का प्रयोग प्रश्न करने के लिए किया जाता है, उसे Interrogative Pronoun कहा जाता है।

* The pronoun used for asking a question is called an interrogative pronoun.

इन वाक्यों में मोटे अक्षरों में छपे शब्द Interrogative Pronouns हैं।

Who are you?
Whom do you love?
Whose is this book?
Which is yours?
What is your father?

Note: Who, whom, whose, which और what का प्रयोग Relative Pronoun के रूप में भी होता है। Whose, which और what का प्रयोग Interrogative Adjective के रूप में भी होता है। इसकी चर्चा Relative Pronouns के अंतर्गत हो चुकी है।

EXERCISE 6

Direction: Tell which pronouns / adjectives in these sentences are relative pronouns / interrogative pronouns / interrogative adjectives —

Examples:

(a) Which is your book? (which — Interrogative Pronoun)
(b) Which book is yours? (which — Interrogative Adjective)

(c) This is the book which I bought yesterday.
(which — Relative Pronoun)

1. Who is there?
2. This is the boy who has stolen my pen.
3. Whom do you love?
4. This is the thief whom the police wants to catch.
5. This is the boy that I told you of.
6. He that is down need fear no fall.
7. Uneasy lies the head that wears a crown.
8. Where is the man who gave you this news?
9. Of whom do you speak?
10. Who might say this?
11. Whose is this book?
12. Whose book is this?
13. This is the shopkeeper whose shop caught fire last night.
14. Which is your box?
15. The book which I bought yesterday is here.
16. Which book did you buy?
17. What is the matter?
18. What work will you do?
19. Who is he?
20. Whose is this umbrella?

EXERCISE 7

Direction: Encircle all the pronouns used in these sentences —

Examples:

(a) *What* is *this* ?

(b) This boy will do *this* *himself.*

(c) *Each* of *them* wanted to defeat *each other.*

(d) Both are yours.

(e) Each man might help *himself.*

1. This purse might be hers.
2. He himself did this.
3. Whose books are those?
4. Some are born great.

5. I have some milk but he has none.
6. Each of them will win.
7. Who will like to cheat himself?
8. This can be of no help to us.
9. Whose are those books?
10. Whose books are those?
11. Nobody wanted to help anybody.
12. That is theirs and this is ours.
13. What is this?
14. Whom did she love?
15. Either of the two boys may help them.
16. The two sisters loved each other.
17. This is the boy who was absent yesterday.
18. The girl whom you saw is Sheela.
19. Who am I that I should object?
20. What work will you do yourself?

□

4. Adjectives

इन वाक्यों को देखें —

It is a good pen.
That is a fast train.
They are bad persons.
She is beautiful.
He is brave.
Milk is sweet.
Sohan is not lazy.
A black cow was grazing.

इन वाक्यों में आए शब्द good, fast, bad, beautiful, brave, sweet, lazy और black पर विचार करें। ये शब्द वाक्यों में Noun/Pronoun की विशेषता बताते हैं। ऐसे शब्दों को Grammar की भाषा में Adjectives कहते हैं।

Definition: Adjective वह शब्द है, जो किसी Noun या Pronoun की विशेषता बताता है।

* An adjective qualifies a noun or a pronoun.

* An adjective is a word used to add something to the meaning of a noun or a pronoun.

ऊपर दी गई परिभाषा से यह स्पष्ट है कि Adjective एक describing word है। यह Noun और Pronoun की विशेषता बताता है।

Note: some food, all things, much water, several questions, six boys, any boy, this book, which boy, her sister, each man, what work, इत्यादि expressions में some, all, much, several, six, any, this, which, her, each और what Adjective के रूप में प्रयुक्त हुए हैं। ये Noun के ठीक पहले प्रयुक्त हुए हैं और अपने साथ प्रयुक्त Noun की विशेषता बताते हैं। ऐसे Adjectives को आसानी से इनके स्थानों से पहचाना जा सकता है। जैसे, इन वाक्यों पर विचार करें—

I have red pens.
I have a lot of pens.
I have six pens.
I have several pens.

यहाँ red तो Adjective है ही; a lot of, six और several भी Adjectives हैं, क्योंकि ये किसी भी सामान्य Adjective की भाँति Noun के ठीक पहले प्रयुक्त हुए हैं।

Kinds of the Adjective: Adjective के निम्नलिखित प्रमुख भेद हैं —

1. Adjectives of Quality (गुणवाचक विशेषण)
2. Adjectives of Quantity (परिमाणवाचक विशेषण)
3. Adjectives of Number (संख्यावाचक विशेषण)

4. Demonstrative Adjectives (संकेतवाचक विशेषण)
5. Possessive Adjectives (संबंधवाचक विशेषण)
6. Distributive Adjectives (व्यष्टिवाचक विशेषण)
7. Interrogative Adjectives (प्रश्नवाचक विशेषण)
8. Proper Adjectives (व्यक्तिवाचक विशेषण)
9. Emphasizing Adjectives
10. Exclamatory Adjectives

1. Adjectives of Quality

Adjectives of Quality से किसी व्यक्ति या वस्तु के गुण का बोध होता है ।

* Adjectives of quality show the quality of a person or thing.

Examples: good, bad, weak, strong, kind, cruel, sweet, bitter, thin, fat, long, short, hot, cold, beautiful, red, brown, etc.

इन शब्दों में से कुछ का प्रयोग इन वाक्यों में देखें —

Ram is a good boy.
The table is long.
It is very cold.
She is beautiful.
The pen is red.
He was a kind man.

2. Adjectives of Quantity

Adjectives of Quantity से मात्रा या परिमाण का बोध होता है।

* Adjectives of quantity show how much of a thing is meant.

इन वाक्यों में प्रयुक्त शब्द some (कुछ), much (अधिक), little (नहीं के बराबर), whole (पूरा), all (सब), no, any, enough (पर्याप्त) और a lot of (बहुत) Adjectives of Quantity हैं —

He had some/much/little/no/enough/a lot of rice.
The whole money was distributed.
He has lost all his wealth.
He did not eat any rice.

Note: ऐसे और भी कई Adjectives of Quantity हैं। यहाँ एक बात विशेष रूप से ध्यान रखनी है कि Adjectives of Quantity से मात्रा या परिमाण का बोध होता है, संख्या का नहीं। इनमें से all, no, some, इत्यादि कुछ ऐसे शब्द हैं जिनका

प्रयोग संख्या का बोध कराने में भी होता है। वैसी स्थिति में Adjective के रूप में जब इनका प्रयोग होता है, तब इन्हें Adjectives of Number कहा जाता है। जैसे, इन वाक्यों में some, all और no Adjectives of Number हैं —

Some boys are absent today.
All men are mortal.
There are no pictures in this book.

3. Adjectives of Number

Adjectives of Number से व्यक्तियों या वस्तुओं की संख्या या क्रम का बोध होता है।

*** Adjectives of number show how many persons or things are meant, or in what order a person or thing stands.**

इन वाक्यों में प्रयुक्त few, no, many, some, enough, several, all, one, two, first और second Adjectives of Number हैं —

He had few/no/many/some/several/enough/two horses.
All men must die.
The cat has one tail and two eyes.
He was the first/second man.

ऐसे ही अनेक Adjectives of Number हैं। इनमें से कुछ का प्रयोग मात्रा या परिमाण का बोध कराने में भी होता है। ऐसी स्थिति में जब ये Adjective के रूप में प्रयुक्त होते हैं, तब इन्हें Adjectives of Quantity कहा जाता है।

Note 1. Adjectives of Number के अंतर्गत आनेवाले शब्द one, two, three, four, etc को Cardinals तथा first, second, third, fourth, fifth, six, etc को Ordinals कहते हैं।

Note 2. Adjectives of Quantity और Adjectives of Number में कुछ शब्द ऐसे हैं जिनका प्रयोग Pronoun के रूप में भी होता है, परंतु इस स्थिति में इनके साथ कोई Noun प्रयुक्त नहीं रहता। जैसे —

Some are born great.
Many of them were killed.
Any of them could do.
Few escaped unhurt.
All is/are mortal.
One should do one's duty.

Note 3. इन्हें ध्यान से समझें —

I have some milk. (some — adjective of quantity)
I have some mangoes. (some — adjective of number)
Some of them are absent. (some — indefinite pronoun)

EXERCISE 8

Direction: Tell which adjectives in the following sentences are adjectives of quality / adjectives of quantity /adjectives of number —

Examples:

(a) He was an old man. (old — Adjective of Quality)
(b) Some boys are coming today. (some — Adjective of Number)
(c) Some water might be there. (some — Adjective of Quantity)
(d) Some are born great. (some — Pronoun, great — Adjective of Quality)

1. All men must die.
2. Some boys are playing.
3. I have some milk.
4. Some are ill.
5. There are six boys in the class.
6. He asked me several questions.
7. He was the third man.
8. The poor man had no money.
9. There were no horses there.
10. Many persons have not much money.
11. I did not take any tea.
12. I have enough books, but not enough time.
13. He has little knowledge.
14. Many of them were foolish.
15. One must not praise oneself.
16. Each of us has one mouth and two ears.
17. All is mortal.
18. The rich man had a lot of horses.
19. He had a lot of gold.
20. Few cats like cold water.

4. Demonstrative Adjectives

जिस Adjective का प्रयोग व्यक्तियों या वस्तुओं को सूचित, इंगित या निर्देशित करने के लिए किया जाता है, उसे Demonstrative Adjective कहा जाता है।

* The adjective used to point out some person or thing is called a demonstrative adjective.

This, That, These, Those और Such मुख्य Demonstrative Adjectives हैं। आगे दिए गए वाक्यों में इनके प्रयोग को देखें —

This man will guide you.
I did not like that woman.
These/Those pens are mine.
I hate such things.

Note: जब This, That, These, Those और Such के साथ कोई Noun प्रयुक्त नहीं रहता, तब ये Demonstrative Pronouns कहलाते हैं। जैसे, इन वाक्यों में This, That, These, Those और Such Demonstrative Pronouns हैं —

This/That is Ram.
These/Those are cats.
Such was his reply.

5. Possessive Adjectives

Possessive Adjectives से अधिकार या संबंध का भाव व्यक्त होता है।

* Possessive adjectives show possession or relation.

my, our, your, his, her, its और their Possessive Adjectives हैं। इन वाक्यों में इनके प्रयोग को देखें —

This is my/your/our/his/her/their school.
Its colour is black.
My mother is ill.

Note: his का प्रयोग Pronoun के रूप में भी होता है, किंतु इस स्थिति में इसके साथ कोई Noun प्रयुक्त नहीं रहता। जैसे —

This is his. This book is his.

6. Distributive Adjectives

जब each, every, either और neither के ठीक बाद कोई Noun प्रयुक्त रहता है, तब इन्हें Distributive Adjectives कहा जाता है।

* Each, every, either and neither are called distributive adjectives when they are followed by a noun.

इन वाक्यों में each, every, either और neither का प्रयोग Distributive Adjective के रूप में हुआ है —

Each boy had a pen.
Every man has his own duty.
Either pen will do.
Neither way was safe.

Note: जब each, either और neither के साथ कोई Noun प्रयुक्त नहीं रहता, तब इन्हें Distributive Pronouns कहा जाता है। जैसे — इन वाक्यों में each, either और neither Distributive Pronoun के रूप में प्रयुक्त हुए हैं —

Each of the boys got a prize.
Each took it in turn.
Either of you can do.
Neither of them won the match.

7. Interrogative Adjectives

जब what, which और whose किसी संज्ञा के साथ प्रयुक्त होकर प्रश्न किए जाने के काम आते हैं, तब इन्हें Interrogative Adjectives कहा जाता है।

* What, which and whose are called interrogative adjectives when they are used with nouns to ask questions.

इन वाक्यों में what, which और whose Interrogative Adjective के रूप में प्रयुक्त हुए हैं —

What question did the teacher ask?
Which box is yours?
Whose book is this?

Note: जैसा कि आप पहले देख चुके हैं, what, which और whose का प्रयोग Relative Pronoun और Interrogative Pronoun के रूप में भी होता है। परंतु इस स्थिति में इनके साथ कोई Noun प्रयुक्त नहीं रहता।

8. Proper Adjectives

Proper Nouns से बने Adjectives को Proper Adjectives कहते हैं।

* Adjectives made from proper nouns are called proper adjectives.

इन वाक्यों को देखें —

He is an Indian student.
Indian farmers are honest.
American English is different from British English.
Do you like the European culture?

इन वाक्यों में आए शब्द Indian, American, British और European Proper Adjectives हैं। ये Proper Nouns India, America, Britain और Europe से बने हैं।

9. Emphasizing Adjectives

Own, very, same, very same, इत्यादि ऐसे Adjectives हैं जो किसी Noun के पहले प्रयुक्त होकर उस Noun पर बल (emphasis) देते हैं। ऐसे Adjectives Emphasizing Adjectives कहलाते हैं।

* Own, very, same, very same, etc are such adjectives as are used to convey emphasis on the nouns that follow them. Such adjectives are called emphasizing adjectives.

निम्नलिखित वाक्यों में इनके प्रयोग को देखें —

I saw them with my own eyes.	(अपनी आँखों से)
This is the very book I wanted.	(वही किताब)
This is the same book I wanted.	(बिलकुल वही किताब)
He lived in the very same house for ten years.	(उसी घर में)

10. Exclamatory Adjectives

जब what का प्रयोग Adjective की तरह किसी Exclamatory Sentence में होता है, तब इसे Exclamatory Adjective कहा जाता है।

* 'What' is called an exclamatory adjective when it is used as an adjective in an exclamatory sentence.

इन वाक्यों में What का प्रयोग Exclamatory Adjective के रूप में किया गया है —

What folly!
What an idea!
What a piece of work is man!

EXERCISE 9

Direction: Pick out all the adjectives in the following sentences, and say to which class each of them belongs —

Examples:

This book is yours.	(This — Demonstrative Adjective)
Which way shall we go?	(Which — Interrogative Adjective)

1. Those books are hers.
2. Those are her books.
3. What is this?
4. Each boy has a pen.
5. Each of them got a prize.
6. Either of you can do this work.
7. We should love every man and woman.
8. What colour do you like?
9. Whose books are those?
10. Which is your pen?
11. He is an Indian.

12. He is an Indian farmer.
13. Mind your own business.
14. This is the very pen I wanted.
15. I have been using the same pen for two months.
16. What a man!
17. What folly!
18. I don't like its colour.
19. What is good to me?
20. I have found the book which I had lost.

EXERCISE 10

***Direction:** Encircle all the adjectives used in these sentences —*

Examples:

(a) Which boy won that prize?
(b) The second man was very strong.
(c) The poor man had little money.

1. These pens are old.
2. Those were beautiful eyes.
3. Each man had some water to drink.
4. Each of them had six horses.
5. Few cats like cold water.
6. The first man was asked several questions.
7. All work is done.
8. What time is it?
9. Every man has his duties.
10. Which pen did you buy?
11. Whose are these books?
12. Whose horses are better than my horses?
13. I have a lot of money.
14. The fifth boy is very clever.
15. No boy has red shoes.
16. Some have not come yet.
17. This is a Chinese watch.
18. This is the very car I want.
19. He was killed in his own house.
20. What a fall!

□

5. Verbs

इन वाक्यों को देखें —

Ram is weeping.
The boys laugh.
He was beaten.
He had a car.
She has two sons.
Mohan is ill.

इन वाक्यों में आए शब्द is weeping, laugh, was beaten, had, has और is पर विचार करें। इनमें से प्रथम तीन से कार्य-व्यापार का बोध होता है। had/has से अधिकार/संबंध तथा is से अवस्था का बोध होता है। ऐसे शब्दों को हम Grammar की भाषा में Verbs कहते हैं। वाक्य-निर्माण में इनका विशेष महत्व है।

Definition: Verb वह शब्द है, जिससे किसी के कार्य-व्यापार, अधिकार, संबंध या अवस्था का बोध होता है।

* A verb is a word which denotes an action, possession, relation or a state of being.

* A verb is a word used to tell or assert something about some person or thing.

Examples: laugh, eat, go, run, play, am, is, are, can, could, shall, will, etc.

कुछ और Sentences लें और उनमें Verb के प्रयोग को देखें —

Action:

Children play.	(play — verb)
The man was walking.	(was walking — verb)
The clock strikes.	(strikes — verb)
I was taught.	(was taught — verb)
He will come.	(will come — verb)

Relation/Possession:

I have a car.	(have — verb)
The cow has two eyes.	(has — verb)
A king had three queens.	(had — verb)
The poor man has no money.	(has — verb)

State of Being:

Sita is tall.	(is — verb)
They are happy.	(are — verb)
He was a poor man.	(was — verb)

KINDS OF THE VERB

वाक्यों में प्रयोग के आधार पर Verbs को दो वर्गों में बाँटा गया है —

1. Main Verb (प्रधान क्रिया)

2. Helping Verb (सहायक क्रिया)

1. Main Verb: जो क्रिया किसी वाक्य में अकेले या सहायक क्रिया के साथ आती है, वह Main Verb कहलाती है।

* The verbs used alone or together with helping verbs are called main verbs.

इन वाक्यों में मोटे अक्षरों में छपे शब्द Main Verbs हैं —

(a) I ***am*** a boy.

(b) I am ***reading***.

(c) I ***love*** her.

(d) He will ***do*** it.

2. Helping Verb: जो क्रिया tense, voice, mood इत्यादि के निर्माण में प्रधान क्रिया की सहायता करती है, वह Helping Verb कहलाती है।

* A helping verb is one which helps the main verb to form a tense, voice, mood, etc.

इन वाक्यों में मोटे अक्षरों में छपे शब्द Helping Verbs हैं —

(a) I ***am*** reading.

(b) My brother ***has*** come.

(c) He ***will*** go.

(d) You ***should*** do this.

निम्नलिखित Auxiliary Verbs हैं। इनका प्रयोग Helping Verb के रूप में होता है —

am, is, are, was, were, do, does, did, have, has, had, shall, will, can, could, may, might, must, ought, should, would, need, dare, used to.

इन Auxiliary Verbs में से am, is, are, was, were, have, has, had, do, does, did, need और dare ऐसे Verbs हैं जो कभी Main Verb की तरह प्रयुक्त होते हैं तो कभी Helping Verb की तरह, जैसे—

(a) He is ready.	(is—main verb)
(b) He is going.	(is—helping verb)
(c) Did he come?	(did—helping verb)
(d) He did this.	(did—main verb)

Note 1. यदि किसी वाक्य में एक ही क्रिया हो, तो वह क्रिया Main Verb कहलाएगी। जैसे —

(a) I have a dog.	(have—main verb)
(b) He is a boy.	(is—main verb)

Note 2. यदि किसी वाक्य में दो या दो से अधिक Verbs एक साथ प्रयुक्त हों, तो सबसे अंत में आनेवाला verb Main Verb कहलाएगा और अन्य verbs Helping Verbs कहलाएँगे। जैसे —

(a) I have been reading.	(have—helping verb, been—helping verb, reading—main verb)
(b) I have been a teacher.	(have—helping verb, been—main verb)

EXERCISE 11

Direction: Pick out the verbs in these sentences and say whether they are main verbs or helping verbs —

Examples:

(a) I am a boy.	(am — main verb)
(b) I am reading.	(am — helping verb, reading — main verb)
(c) Did he go?	(did — helping verb, go — main verb)
(d) Who did it?	(did — main verb)
(e) We shall have been working for ten days.	(shall — helping verb, have —helping verb, been —helping verb, working — main verb)

1. He reads.
2. He is reading.
3. He is a student.
4. Are you a doctor?
5. Are you coming today?
6. He can do.
7. You should help me.
8. What could be done?
9. May I come in?
10. He does not know.
11. She had been sleeping.
12. She had been a dancer.
13. She had no money.
14. They must be working there.
15. They must be thieves.
16. I shall have been playing.
17. I shall have been a teacher.
18. I shall have no work.
19. We shall be leaders.
20. They do not do any work.

OBJECT OF THE VERB

कर्ता के अतिरिक्त क्रिया का फल जिस शब्द या शब्द-समूह पर पड़ता है, उसे हम उस क्रिया का Object कहते हैं। Object प्रायः क्रिया के तुरंत बाद आता है और यह कोई Noun/Pronoun/Noun Phrase/Noun Clause होता है। Verb के साथ What/Whom लगाकर प्रश्न करने पर जो उत्तर मिलता है वही उस Verb का Object होता है। अगर कोई उत्तर नहीं मिले तो

समझें कि अभीष्ट Verb का कोई Object नहीं है। अब इन वाक्यों को ध्यान से देखें —

(a) Ram eats rice.
eats what? ~ rice.
क्या खाता है? ~ चावल (rice)

अतः वाक्य में क्रिया eats का object rice है।

(b) I like these beautiful flowers.
like what? ~ these beautiful flowers.
क्या पसंद करता हूँ? ~ ये सुंदर फूल

अतः इस वाक्य में क्रिया like का object these beautiful flowers है।

(c) My father loved me very much.
loved whom? ~ me
किसे प्यार करते थे? ~ मुझे (me)

अतः इस वाक्य में क्रिया loved का object me है।

(d) He is playing in the field.
playing what? × No reply
क्या खेल रहा है? कोई जवाब नहीं
किसे खेल रहा है? कोई जवाब नहीं

अतः इस वाक्य में क्रिया is playing का कोई object नहीं है।

Note: एक ही Verb के दो विभिन्न Objects हो सकते हैं, जैसे —

He gave me money.
gave what? ~ money (क्या दिया? ~ money)
gave whom? ~ me (किसको दिया? ~ me)
स्पष्टतः यहाँ me और money दो objects हैं।

EXERCISE 12

Direction: Pick out the objects of the verbs in these sentences—

Examples:

(a) He is reading a book. (Ans. — a book)
(b) The teacher taught English. (Ans. — English)
(c) I love my father and mother. (Ans. — my father and mother)
(d) Why did he beat you? (Ans. — you)
(e) He was singing a song in the room. (Ans. — a song)
(f) Birds sing in the trees. (Ans. — no object)
(g) The teacher taught us English. (Ans. — us, English)

1. My mother loves me.
2. I love my mother.
3. Do you know English?
4. I shall solve the problem.
5. My father bought me a pen.

6. He did the work.
7. Kindly give me the pen.
8. He gave Ram a book.
9. The dog can run fast.
10. Birds fly in the sky.
11. He reads in this school.
12. The children are flying kites.
13. He reads English and Hindi.
14. They play cricket in the field.
15. The boy cut his hand with a knife.
16. I don't like that naughty boy.
17. I love the students of this school.
18. Bring a glass of water.
19. They are cutting the old trees.
20. They make these types of furniture.

TRANSITIVE & INTRANSITIVE VERBS

Main Verb को दो भागों में बाँटा गया है —

1. Transitive Verb (सकर्मक क्रिया)
2. Intransitive Verb (अकर्मक क्रिया)

1. Transitive Verb: जिस क्रिया के बाद कर्म (object) का प्रयोग हुआ हो, उस क्रिया को Transitive Verb कहेंगे।

* The verb used with an object is called a transitive verb.

इन वाक्यों को देखें —

1. Ram eats rice.
2. I love you.
3. He has helped my brother.
4. I know this.
5. My brother has read the book.
6. I like these beautiful flowers.

इन वाक्यों में rice, you, my brother, this, the book और these beautiful flowers Objects (कर्म) हैं। अतः इनके पहले प्रयुक्त Verbs eats, love, helped, know, read और like Transitive Verbs कहलाएँगे।

2. Intransitive Verb: जिस क्रिया के बाद कर्म (object) का प्रयोग नहीं हुआ हो, उस क्रिया को Intransitive Verb कहेंगे।

* The verb used without an object is called an intransitive verb.

इन वाक्यों को देखें —

1. I eat.	4. I sleep.
2. I go to school.	5. He gets up at five o'clock.
3. Ram walks in the field.	6. He ran fast.

इन वाक्यों में कोई कर्म (object) नहीं है। अतः प्रयुक्त Verbs eat, go, walks, sleep, gets up और ran Intransitive Verbs कहलाएँगे।

SOME SPECIAL NOTES

1. कुछ ऐसे Verbs हैं जिनके बाद Object कभी नहीं आते और वे हमेशा Intransitive Verb के रूप में प्रयुक्त होते हैं। जैसे — go, come, sit, sleep, die, etc.

2. अधिकांश Verbs का प्रयोग दोनों ही प्रकार से हो सकता है। जब इनके बाद object रहता है, तब ये Transitive Verbs कहलाते हैं और जब इनके बाद object नहीं रहता, तब ये Intransitive Verbs कहलाते हैं। बहुत-से लोग यह समझते हैं कि eat, beat, read, इत्यादि क्रियाओं का प्रयोग हमेशा Transitive Verb की तरह होता है। परंतु बात ऐसी नहीं है। जब तक क्रिया के बाद कर्म का प्रयोग नहीं होगा, तब तक उस क्रिया को हम Transitive Verb नहीं कहेंगे। इन वाक्यों को ध्यान से पढ़ें और समझें —

Intransitive Verb	*Transitive Verb*
I eat.	I eat a mango.
She reads.	She reads a book.
The bell rang loudly.	The peon rang the bell.
Birds fly in the sky.	He is flying a kite.
He speaks too loudly.	I speak the truth.
Birds sing in the trees.	I sang a song.
The glass broke.	My son broke the glass.

EXERCISE 13

Direction: Pick out the main verbs in these sentences and say whether they are transitive or intransitive —

Examples:

(a) He eats.	(eats — intransitive)
(b) He eats slowly.	(eats — intransitive)
(c) He eats rice.	(eats — transitive)

1. I go to school everyday.
2. They are coming soon.
3. He reads the book.

4. He reads.
5. He reads slowly and carefully.
6. He reads in the fifth class.
7. My father teaches me English.
8. My father teaches in the morning.
9. Do you walk in the morning?
10. Birds fly in the air.
11. They are flying kites.
12. We eat three times a day.
13. We eat bread and rice.
14. It cannot eat.
15. Do you know his name?
16. He knows everything.
17. He lives in a village.
18. What is he doing in the field?
19. I request you to help me.
20. Please do not beat these poor beggars.

□

6. Adverbs

इन वाक्यों को देखें —

The child runs slowly.	He is too old.
She writes beautifully.	Ram is very kind.
They fought bravely.	She walked very slowly.

इन वाक्यों में आए शब्द slowly, beautifully, bravely, too और very पर विचार करें। ये क्रमशः runs (verb), writes (verb), fought (verb), old (adj.) तथा kind (adj.) & slowly (adv.) की विशेषता बता रहे हैं। ये अभीष्ट Verb/Adjective/Adverb के अर्थ को और अधिक स्पष्ट कर रहे हैं। ऐसे शब्दों को हम Grammar की भाषा में Adverbs कहते हैं।

Definition: Adverb वह शब्द है, जो किसी Verb, Adjective या दूसरे Adverb की विशेषता बताता है।

* An adverb qualifies a verb, an adjective or another adverb.

* An adverb is a word used to add something to the meaning of a verb, an adjective or another adverb.

Examples: slowly, carefully, beautifully, clearly, quickly, loudly, sadly, hardly, very, too, yesterday, today, soon, here, there, etc.

KINDS OF THE ADVERB

Adverb के निम्नलिखित मुख्य भेद हैं —

1. Adverbs of Time (कालवाचक क्रियाविशेषण)
2. Adverbs of Frequency (आवृत्तिवाचक क्रियाविशेषण)
3. Adverbs of Manner (रीतिवाचक क्रियाविशेषण)
4. Adverbs of Place (स्थानवाचक क्रियाविशेषण)
5. Adverbs of Degree (परिमाणवाचक क्रियाविशेषण)
6. Interrogative Adverbs (प्रश्नवाचक क्रियाविशेषण)
7. Adverbs of Negation and Affirmation (नकारात्मक एवं स्वीकारात्मक क्रियाविशेषण)
8. Adverbs of Reason (कारणवाचक क्रियाविशेषण)
9. Relative Adverbs (संबंधवाचक क्रियाविशेषण)

1. Adverbs of Time: Adverbs of Time से क्रिया के संपादन के समय का बोध होता है।

* Adverbs of time tell the time of an action.

Examples: today, yesterday, tomorrow, now, then, soon, late, lately, just, ago, before, immediately, etc.

Note: Verb के साथ when (कब) लगाकर प्रश्न करने पर जो शब्द उत्तर के रूप में आता है, वह Adverb of Time कहलाता है। जैसे —

(a) He came yesterday.
Came when (कब आया) ? ~ yesterday

(b) He will come soon.
Will come when (कब आएगा) ? ~ soon

स्पष्टत: yesterday और soon Adverbs of Time हैं।

2. Adverbs of Frequency: Adverbs of Frequency से बोध होता है कि किसी कार्य का संपादन 'कितनी बार' हुआ, होता है या होगा।

* Adverbs of frequency tell how often or how frequently an action is done.

Examples: never, always, once, twice, daily, regularly, again, seldom (बिरले ही), occasionally (यदा-कदा, समय-समय पर), etc.

Note: क्रिया के साथ how often (कितनी बार) लगाकर प्रश्न करने पर जो शब्द उत्तर के रूप में आता है, वह Adverb of Frequency कहलाता है। जैसे —

(a) He came here twice.
Came how often (कितनी बार आया) ? ~ twice

(b) I have always helped you.
Helped how often (कितनी बार मदद की है) ? ~ always

स्पष्टत: twice और always Adverbs of Frequency हैं।

3. Adverbs of Manner: Adverbs of Manner से यह बोध होता है कि क्रिया का संपादन किस ढंग से या कैसे होता है।

* Adverbs of manner tell how or in what manner an action is done.

Examples: slowly, carefully, beautifully, sadly, bravely, loudly, quickly, fast (तेजी से), hard (कड़ाई से), well (अच्छी तरह से), etc.

Note: Verb के साथ how (कैसे) लगाकर प्रश्न करने पर जो शब्द उत्तर के रूप में आता है, वह Adverb of Manner कहलाता है। जैसे —

(a) She writes beautifully.
Writes how (कैसे लिखती है) ? ~ beautifully

(b) He runs fast.
Runs how (कैसे दौड़ता है) ? ~ fast

स्पष्टत: beautifully और fast Adverbs of Manner हैं।

4. Adverbs of Place: Adverbs of Place से कार्य के संपादन के स्थान का बोध होता है।

* Adverbs of place tell where or at what place an action is done.

Examples: here, there, everywhere, up, down, outside, within, near, below, away, etc.

Note: Verb के साथ where (कहाँ) लगाकर प्रश्न करने पर जो शब्द उत्तर के रूप में आता है, वह Adverb of Place कहलाता है। जैसे —

(a) Go there.
Go where (कहाँ जाओ) ? ~ there

(b) I shall wait for you outside.
Wait where (कहाँ इंतजार करूँगा) ? ~ outside

स्पष्टतः there और outside Adverbs of Place हैं।

5. Adverbs of Degree: Adverbs of Degree से यह बोध होता है कि किसी Action, Adjective या Adverb की तीव्रता किस हद तक या कितनी है।

* Adverbs of degree indicate the degree of intensity of an action or an adjective or an adverb.

Examples: very, much, enough, too, quite (बिलकुल, नितांत), hardly (मुश्किल से), exactly (ठीक-ठीक), nearly (लगभग, करीब-करीब), almost (लगभग, करीब-करीब), etc.

Note: Verb के साथ how much/to what degree/to what extent (कितना/कितनी) लगाकर प्रश्न करने पर जो शब्द उत्तर के रूप में आता है, वह Adverb of Degree कहलाता है। जैसे —

(a) Sita is very happy.
Happy how much (कितना खुश) ? ~ very (बहुत)

(b) She hardly knows me.
Knows to what extent (कितना जानती है) ? ~ hardly
(मुश्किल से, नहीं के बराबर)

स्पष्टतः very और hardly Adverbs of Degree हैं।

6. Interrogative Adverbs: when, where, how, why, how long, how much, how often, how many, इत्यादि का प्रयोग जब प्रश्न करने में किया जाता है, तब इन्हें Interrogative Adverbs कहते हैं।

* When, where, how, why, how long, how much, how often, how many, etc are called interrogative adverbs when they are used in asking questions.

इन वाक्यों में Interrogative Adverbs के प्रयोग को देखें —

Where is Mukul? How did he fight?
When will you go? How often do you drink?

7. Adverbs of Negation and Affirmation: किसी प्रश्न के स्वीकारात्मक जवाब के लिए yes, surely, certainly (निश्चित रूप से) इत्यादि का प्रयोग करते हैं। इन्हें Adverbs of Affirmation कहते हैं। पुनः, नकारात्मक जवाब के लिए no, not, never इत्यादि का प्रयोग करते हैं। इन्हें Adverbs of Negation कहते हैं।

8. Adverbs of Reason: Adverbs of reason tell the reason of the action.

Examples: therefore, hence, thus, so, etc.
He, therefore, left school.
Thus, she became angry.

9. Relative Adverbs: Relative Adverbs अपने बाद आनेवाले Verbs को modify करते हैं और साथ ही दो वाक्यों को एक साथ जोड़ते हैं।

* Relative adverbs modify the verbs following them and at the same time join two sentences together.

Note: Relative adverbs और Interrogative Adverbs दोनों के एक ही रूप हैं, लेकिन जहाँ Interrogative Adverbs का प्रयोग प्रश्न किए जाने में किया जाता है, वहीं Relative Adverbs का प्रयोग दो वाक्यों को जोड़ने में किया जाता है।

Examples of Relative Adverbs: where, how, when, why, how long, how much, how many, etc.
This is the house where he lived.
Let me know when you will come.
I don't know the reason why he left the place.
Do you know how he will act.
I don't know how much he has.

EXERCISE 14

Direction: Encircle the adverbs in these sentences—

Examples:

(a) He will come tomorrow

(b) He never comes late.

1. What are you doing today?
2. I always speak the truth.
3. The child runs slowly. □

4. There was water everywhere.
5. She is very beautiful.
6. Where is the book?
7. He does not write well.
8. He, therefore, left school.
9. I shall come soon.
10. Yesterday he came here.
11. I never go there.
12. You should take exercise regularly.
13. He came here twice.
14. She writes beautifully.
15. You should work hard.
16. How will you stay outside?
17. Stand up on the bench.
18. The tea is too hot.
19. Yes, I am ready.
20. She can hardly walk.

EXERCISE 15

Direction: Encircle the adverbs in these sentences—

1. Why do you not come here regularly?
2. God is everywhere.
3. Do it now.
4. It is quite wrong.
5. I do not know him much.
6. He knows me very well.
7. This is the place where he was caught.
8. How are you today?
9. He comes here daily.
10. That day he arrived late.
11. Come in.
12. Is Mr Chopra within?
13. My brother is out.
14. He can read clearly.
15. Slowly and sadly he spoke to me.
16. They fought bravely.
17. I am fully satisfied.
18. The patient is no better today.
19. This is the house where he lived.
20. Go back.

□

7. Prepositions

इन वाक्यों को देखें —

(a) There is a cat on the table.
(b) I am writing with a pen.
(c) He is going to him.

इन वाक्यों में आए शब्द on, with और to पर विचार करें। ये Noun/Pronoun के पहले प्रयुक्त हुए हैं और इनमें से प्रत्येक उक्त Noun/Pronoun का जो संबंध वाक्य के दूसरे शब्द या शब्दों से है, उसे दर्शाता है। 'on' cat और table के बीच के संबंध को दर्शाता है — cat, table के ऊपर है और उससे सटी हुई है। इसी प्रकार 'with' am writing और pen के बीच के संबंध को दर्शाता है — pen वह साधन है, जिससे लिखने का कार्य हो रहा है। पुनः 'to' is going और him के बीच के संबंध को दर्शाता है — उसकी ओर जाने का कार्य हो रहा है। ऐसे शब्दों को Grammar की भाषा में Prepositions कहते हैं।

Definition: Preposition वह शब्द है जो किसी Noun या Pronoun के पहले आकर उस Noun या Pronoun का संबंध वाक्य में प्रयुक्त किसी अन्य शब्द या शब्दों से कराता है।

* A preposition is a word placed before a noun or a pronoun to show its relation to some other word in the sentence.

* A preposition is a word placed before a noun or a pronoun to show in what relation the person or thing denoted by it stands in regard to something else.

Some Important Prepositions:

in (में), into (में), on (पर), at (में, पर), to (की ओर), with (के साथ), without (के बिना), of (का, की, के), among (के बीच), between (के बीच), under (नीचे), over (के ऊपर), below (के नीचे), near (के पास), after (के बाद), before (के पहले), for (के लिए), up (ऊपर), since (से), from (से), by (के द्वारा), behind (के पीछे), towards (की तरफ), about (के बारे में), etc.

Note 1. Preposition प्राय: Noun/Pronoun/Noun Equivalent के पहले आता है। परंतु कुछ परिस्थितियों में इसका प्रयोग Sentence/Clause के अंत में होता है या हो सकता है। जैसे —

What are you looking at?
Who is she weeping for?
I know the house she lives in.

This is the room I slept in.
I need something to write with.
She likes being looked at.
Who is it for?

Note 2. एक ही word प्रयोग के हिसाब से किसी वाक्य में Preposition हो सकता है तो किसी दूसरे वाक्य में अन्य Part of Speech, जैसे —

He is in the room.	(in — preposition)
Come in.	(in — adverb)
I have not seen this before.	(before — adverb)
He stood before the gate.	(before — preposition)
The train had started before we reached the station.	(before — conjunction)

ऐसी परिस्थिति में आपको यह समझना है कि अभीष्ट word Preposition है या नहीं। इसके लिए आप याद रखें कि Preposition किसी Noun/Pronoun तथा वाक्य के दूसरे word/words के बीच संबंध जाहिर करता है, जबकि अन्य Parts of Speech ऐसा नहीं करते हैं।

अब आपको विभिन्न Prepositions के कुछ महत्वपूर्ण प्रयोग को समझना और जानना है जिनकी चर्चा इसी पुस्तक में आगे 'Uses of Prepositions' में की जाएगी।

EXERCISE 16

Direction: Encircle the prepositions used in these sentences.
Examples:

(a) The book is on the table.

(b) Let us move on.

1. He is going to school.
2. I am without a pen.
3. Which class do you read in?
4. Ram and Shyam will do it.
5. If you come I shall help you.
6. The dog fell into the river.
7. This is from Ravi.
8. I have no money for you.
9. He came at 4 o'clock.
10. My father came by bus.
11. The fan is over my head.
12. Wait for me.
13. He is between Ravi and Mohan.
14. He has been absent since January.
15. May I come in?
16. I could not come before.
17. The poor man was standing before the palace.
18. I have not seen him before.
19. He has been waiting since morning.
20. The heavens are above.

□

8. Conjunctions

इन वाक्यों को ध्यान से देखें —

(a) Ram and Shyam are brothers.
(b) Early to bed and early to rise is a good habit.
(c) You will pass if you work hard.
(d) Rita is simple but Geeta is clever.

इन वाक्यों में आए शब्द and, if और but पर विचार करें। ये दो words/phrases/clauses/sentences को जोड़ने का काम कर रहे हैं। पुनः यहाँ ध्यान देनेवाली बात यह है कि ये सिर्फ जोड़ने का काम कर रहे हैं, जोड़ने के अलावा और कुछ नहीं कर रहे हैं। ऐसे connecting words को Grammar की भाषा में Conjunctions कहते हैं।

Definition: Conjunction वह शब्द है, जो शब्दों, शब्द-समूहों, वाक्यांशों, उपवाक्यों या वाक्यों को जोड़ता है।

* A conjunction is a word used to join words, phrases, clauses or sentences together.

Examples: and, but, or, because, therefore, although, though, yet, still, as well as, otherwise, when, if, after, since, before, as, unless, while, as if, whether, where, so, that, until, till, either ...... or, neither ... nor, not only ... but also, both ... and, etc.

Note: Relative Pronouns, Relative Adverbs तथा Prepositions भी connecting words हैं। ऐसे अनेक connecting words हैं जिनका प्रयोग विभिन्न वाक्यों में Relative Pronoun, Relative Adverb या Preposition के रूप में होता है, साथ ही Pure Conjunction के रूप में भी होता है। इस परिस्थिति में आपको यह जानना है कि अभीष्ट शब्द Conjunction है या नहीं। इस संदर्भ में आप इतना ध्यान रखें कि Conjunction सिर्फ जोड़ने का काम करता है, इसके अलावा अन्य कोई काम नहीं करता है, जबकि Relative Pronoun दो clauses को जोड़ने के साथ-साथ अपने पूर्व आए Noun/Pronoun का संबंध अपने बाद आनेवाले clause से जोड़ता है। Relative Adverb दो clauses को जोड़ने के साथ-साथ अपने बाद आनेवाले clause के verb को modify करता है तथा Preposition जिस Noun/Noun Equivalent के पहले प्रयुक्त रहता है, उसका संबंध वाक्य के किसी दूसरे शब्द या शब्दों से कराता है।

इस प्रकार यह स्पष्ट है कि Conjunction सिर्फ जोड़ने का काम करता है जबकि अन्य Connecting words जोड़ने के अलावा अन्य कार्य भी करते हैं। इन्हें ध्यान से देखें और समझें —

1. This is the book *that* I bought yesterday. (that — relative pronoun)

2. I know *that* he was innocent. (that — conjunction)
3. This is the house *where* he lived. (where — relative adverb)
4. He found the watch *where* he had left it.(where — conjunction)
5. I have been busy *since* Monday. (since — preposition)
6. We shall go *since* you desire it. (since — conjunction)

Note: एक ही शब्द किसी वाक्य में Conjunction के रूप में प्रयुक्त हो सकता है तो दूसरे वाक्य में अन्य Part of Speech के रूप में, जैसे —

1. The train had started *before* we reached the station. (before — conjunction)
2. He stood *before* the gate. (before — preposition)
3. I have not seen this *before*. (before — adverb)
4. I will not let you go *except* you give me some money. (except — conjunction)
5. If we *except* Hari, all are to be blamed. (except — verb)

KINDS OF THE CONJUNCTION

Conjunction मुख्यतः दो प्रकार के होते हैं —

(a) Co-ordinating Conjunction

(b) Subordinating Conjunction

(a) Co-ordinating Conjunction: एक ही स्तर के दो items को जोड़नेवाला Conjunction, Co-ordinating Conjunction कहलाता है।

*** The conjunction which joins two items of equal rank is called a co-ordinating conjunction.**

Examples: and, but, or, also, yet, still, too, as well as, otherwise, either ... or, neither ... nor, not only ... but also, both ... and ...

इन वाक्यों में मोटे अक्षरों में छपे हुए शब्द Co-ordinating Conjunctions हैं —

Ram ***and*** Shyam are friends.
Give me a pen ***or*** a pencil.
Ram is poor ***but*** honest.
Either Ram ***or*** Geeta is to be blamed.
He knows ***both*** Hindi ***and*** English.
Geeta is dancing ***and*** Reeta is singing.

[Explanation: उपर्युक्त वाक्यों में Ram और Shyam एक ही स्तर (Noun & Noun) के दो शब्द हैं। अतः इन्हें जोड़नेवाला 'and' Co-ordinating Conjunction कहलाएगा। पुनः आगे के चार वाक्यों में भी जिन दो items को अलग-अलग जोड़ा गया है वे क्रमशः Noun & Noun, Adjective & Adjective, Noun & Noun तथा Noun & Noun हैं। सबसे अंत में 'and' दो sentences को जोड़ता है जो एक ही स्तर के हैं। अतः उपर्युक्त सभी Conjunctions Co-ordinating Conjunctions हैं।]

(b) Subordinating Conjunction: जो Conjunction Subordinate Clause को Principal Clause से जोड़ता है, वह Subordinating Conjunction कहलाता है।

* The conjunction which joins a subordinate clause to a principal clause is called a subordinating conjunction.

Examples: when, if, that, whether, after, before, because, unless, until, till, so, since, while, where, etc.

इन वाक्यों में bold words Subordinating Conjunctions हैं —

He said ***that*** he was absent.

You will pass ***if*** you work hard.

I like him ***because*** he is honest.

[Explanation: Subordinate Clause को Dependent Clause भी कहते हैं। इसका अर्थ होता है — आश्रित उपवाक्य। ऐसा Clause जो अपना अर्थ पूरा करने के लिए वाक्य के दूसरे भाग पर निर्भर हो, वह Subordinate Clause कहलाता है तथा अभीष्ट दूसरा भाग Principal Clause कहलाता है। ऊपर दिए गए वाक्यों में that, if और because से जो Clauses शुरू हुए हैं, वे Subordinate Clauses हैं। अतः that, if और because Subordinating Conjunctions कहलाएँगे।]

EXERCISE 17

Direction: Pick out the conjunctions in these sentences and say what kind of conjunction they are —

Examples:

(a) Two and two makes four. (and—co-ordinating conjunction)

(b) Mohan is a boy and Sita is a girl. (and — co-ordinating conjunction)

(c) Do or die. (or — co-ordinating conjunction)

(d) Either he is mad or he is foolish. (either ... or — co-ordinating conjunction)

(e) I shall help him if he comes to me. (if — subordinating conjunction)

(f) He stood before the gate. (no conjunction)

(g) This is the place where he lives. (no conjunction)

1. Both Ram and Shyam are poor.
2. Give me a pen or a pencil.
3. She was playing and dancing.
4. My friend is poor but honest.
5. Give me either tea or coffee.
6. I like neither him nor her.
7. Ram is here but Geeta is there.
8. Ram as well as his sons is laborious.
9. Don't go before I come.
10. If you work hard you will pass.
11. He is poor because he has no money.
12. I know that he will not come.
13. He has been sleeping since morning.
14. We shall go since you desire it.
15. Stay till Monday.
16. We shall stay here till he returns.
17. This is the place where he was killed.
18. I know where he was killed.
19. This is the book that I bought yesterday.
20. He said that he could do.

□

9. Interjections

इन वाक्यों को ध्यान से देखें —

Alas! The cat is dead.
Oh! I have burnt my fingers.
Ah! Have they gone?
Hurrah! We have won the match.
Hello! What are you doing here?
Bravo! Go on.

ऊपर आए शब्द Alas, Oh, Ah, Hurrah, Hello और Bravo पर विचार करें। Alas और Oh से अत्यधिक दुख, Ah से तीव्र निराशा तथा Hurrah/Hello/Bravo से अत्यधिक उल्लास का बोध होता है। स्पष्टत: ये शब्द मन के भीतर उठ रहे भावों की तीव्र अभिव्यक्ति के सूचक हैं, जो अचानक हमारे मुख से निकल पड़ते हैं। ऐसे शब्दों को Grammar की भाषा में Interjections कहते हैं।

Definition: Interjection वह शब्द है, जिससे आकस्मिक प्रसन्नता, दुख, आश्चर्य या मन का कोई अन्य भाव व्यक्त होता है।

* An interjection is a word which expresses some sudden feeling or emotion.

Examples: Alas, Oh, Ah, Hurrah, Hello, Bravo, Hush, etc.

EXERCISE 18

Direction: What part of speech is each of the words in these sentences?

N. = Noun
Pro. = Pronoun
V. = Verb
Adj. = Adjective
Adv. = Adverb
Prep. = Preposition
Conj. = Conjunction
Inter. = Interjection
Arti. = Article

Solved Examples:

(a)

Ram	is	a	very	good	boy.
N.	V.	Art.	Adv.	Adj.	N.

(b)

Sita	and	Geeta	are	going	to	Delhi.
N.	Conj.	N.	V.	V.	Pre.	N.

(c)

Oh!	I	have	cut	my	finger.
Inter.	Pro.	V.	V.	Adj.	N.

1. He is my father.
2. Ram has a cat.
3. These are beautiful pens.
4. Who are you?
5. Each boy had a pen.
6. The poor girl had no money.
7. This book is mine.
8. She writes beautifully.
9. He will come today.
10. Where is Mala?
11. I am going to school.
12. Ram and Shyam know this.
13. Do or die.
14. May I come in?
15. Alas! My dog is dead.
16. Hurrah! I have won the match.
17. I know that she can't help me.
18. Ram is poor but honest.
19. You will pass if you work hard.
20. Stay till Sunday.

□

10. Number

हम यहाँ Noun, Pronoun और Verb के Number (वचन) पर क्रमशः विचार करेंगे।

NUMBER OF THE NOUN

Noun के दो Number होते हैं —

1. Singular Number (एकवचन)
2. Plural Number (बहुवचन)

1. Singular Number: Singular Number से एक प्राणी या वस्तु का बोध होता है।

* Singular number denotes one person or thing.

* A noun that denotes one person or thing is said to be in the singular number.

Examples: cow, dog, cat, man, boy, car, pen, etc.

2. Plural Number: Plural Number एक से अधिक प्राणियों या वस्तुओं का बोध कराता है।

* Plural number denotes more than one person or thing.

* A noun that denotes more than one person or thing is said to be in the plural number.

Examples: cows, dogs, cats, men, boys, pens, cars, etc.

Note: Countable Nouns के Plural Forms होते हैं जबकि सामान्य अर्थ में Proper Nouns और Uncountable Nouns के Plural Forms नहीं होते।

Singular से Plural बनाने के नियम

1. Singular Noun के अंत में प्रायः 's' जोड़कर Plural बनाया जाता है। जैसे —

boy — boys
pen — pens
cow — cows
cat — cats
ant — ants

book — books
table — tables
horse — horses
house — houses
desk — desks

tree — trees
name — names
school — schools
animal — animals
brother — brothers

2. जिस Singular Noun के अंत में ch (च), sh (श), ss (स), s (स) या x (एक्स) रहता है, उसमें 'es' जोड़कर Plural बनाया जाता है। जैसे —

bench — benches
inch — inches
church — churches
watch — watches
branch — branches

bush — bushes
dish — dishes
fish — fishes
brush — brushes
class — classes

ass — asses
bus — buses
gas — gases
tax — taxes
box — boxes

[bush — झाड़ी, dish — थाली, branch — शाखा, brush — कूँची, tax — कर]

Note: जब ch का उच्चारण 'क' होता है, तब मात्र 's' जुड़ता है। जैसे — stomach (स्टमक) पेट — stomachs; monarch (मॉनर्क) राजा — monarchs.

3. जब Noun के अंत में y रहता है और y के पहले कोई Vowel, तब केवल 's' जोड़कर Plural बनाया जाता है। जैसे —

boy (लड़का) — boys
toy (खिलौना) — toys
key (चाबी) — keys
bay (खाड़ी) — bays
ray (किरण) — rays
day (दिन) — days

way (रास्ता) — ways
play (खेल, नाटक) — plays
monkey (बंदर) — monkeys
donkey (गधा) — donkeys
holiday (छुट्टी) — holidays
essay (निबंध) — essays

4. जब Noun के अंत में y रहता है और y के पहले कोई Consonant, तब y को हटाकर, उसके बदले ies जोड़कर Plural बनाया जाता है। जैसे —

baby (बच्चा) — babies
fly (मक्खी) — flies
city (शहर) — cities
story (कहानी) — stories
diary (डायरी) — diaries

body (शरीर) — bodies
lady (महिला) — ladies
army (सेना) — armies
country (देश) — countries
cry (चीख) — cries

5. जब Noun के अंत में o रहता है और o के पहले कोई Consonant, तब 'es' जोड़कर Plural बनाया जाता है। जैसे —

hero (नायक) — heroes
mango (आम) — mangoes
potato (आलू) — potatoes

tomato (टमाटर) — tomatoes
buffalo (भैंस) — buffaloes
mosquito (मच्छर) — mosquitoes

Some Exceptions: photo — photos, canto — cantos, piano — pianos.

6. जब Noun के अंत में o रहता है और o के पहले कोई Vowel, तब 's' जोड़कर Plural बनाया जाता है। जैसे —

radio (रेडियो) — radios
folio (पन्ना) — folios

bamboo (बाँस) — bamboos
cuckoo (कोयल) — cuckoos

7. जब Noun के अंत में 'f' या 'fe' रहता है, तब Plural बनाने के लिए f/fe को v में बदलकर es जोड़ते हैं। जैसे —

wife (पत्नी) — wives
life (जीवन) — lives
knife (चाकू) — knives
calf (बछड़ा) — calves
shelf (ताक) — shelves

half (आधा) — halves
wolf (भेड़िया) — wolves
thief (चोर) — thieves
loaf (पावरोटी) — loaves
leaf (पत्ती) — leaves

Some Exceptions:

proof (सबूत) — proofs
roof (छत) — roofs
hoof (खुर) — hoofs
chief (प्रमुख) — chiefs

cliff (खड़ी चट्टान) — cliffs
safe (तिजोरी) — safes
dwarf (बौना) — dwarfs
handkerchief— handkerchiefs

8. कुछ Nouns के आंतरिक Vowels को परिवर्तित कर Plural बनाया जाता है। जैसे —

man (आदमी) — men
woman (औरत) — women
foot (पैर) — feet

tooth (दाँत) — teeth
mouse (चूहा) — mice
goose (हंस) — geese

9. कुछ Nouns में 'en' लगाकर Plural बनाया जाता है। जैसे —

ox — oxen
child — children

10. Compound Nouns का Plural प्रायः उनके मुख्य शब्द को Plural बनाने से होता है। जैसे —

son-in-law (दामाद)	sons-in-law
father-in-law (ससुर)	fathers-in-law
daughter-in-law (पतोहू)	daughters-in-law
brother-in-law (साला)	brothers-in-law
sister-in-law (साली)	sisters-in-law
stepson (सौतेला बेटा)	stepsons
grandson (पोता)	grandsons
grandfather (दादा)	grandfathers
maidservant (नौकरानी)	maidservants
boyfriend (प्रेमी, सखा)	boyfriends
girlfriend (प्रेमिका, सखी)	girlfriends
man-of-war (जंगी जहाज)	men-of-war
man-at-arms (सैनिक)	men-at-arms

11. कुछ Compound Nouns के दोनों parts को Plural बनाकर अभीष्ट शब्द के Plural बनाए जाते हैं। ऐसे Nouns के दोनों Parts की प्रधानता बराबर होती है।

manservant (नौकर)	menservants

woman-doctor (महिला डॉक्टर)	women-doctors
woman-student (छात्रा)	women-students
gentleman-farmer (पुरुष किसान)	gentlemen-farmers

12. कुछ Nouns के Singular और Plural Forms एक ही होते हैं। जैसे —

sheep (भेड़), deer (हरिण), pice (पाइस-पैसा), police (पुलिस), innings (पाली), series (शृंखला), etc.

अतः आप लिख सकते हैं — **one sheep, five sheep, two deer, etc.**

13. कुछ Nouns का प्रयोग सिर्फ Plural Number में ही होता है। जैसे —

alms (भिक्षा), athletics (खेल-कूद), riches (संपत्ति), scissors (कैंची), spectacles (चश्मा), trousers (पाजामा), tongs (चिमटा), cards (ताश), scales (तराजू), thanks (धन्यवाद), ashes (राख), etc.

14. कुछ Nouns देखने में Singular लगते हैं, परंतु वास्तव में वे Plural Number में होते हैं। जैसे —

children, people, public, etc.

15. कुछ Nouns का प्रयोग सिर्फ Singular Number में ही होता है। जैसे —

poetry (काव्य), scenery (प्राकृतिक दृश्य), furniture (फर्नीचर), tea, coffee, money, music (संगीत), percentage (प्रतिशत), knowledge (ज्ञान), stationery (लेखन-सामग्री), information (खबर, सूचना), politics (राजनीति), mathematics (गणित), physics (भौतिकी), advice (सलाह), news (समाचार), billiards, etc.

EXERCISE 19

Direction: Give the plural form —

book, table, horse, tree, desk, bench, bus, dish, box, toy, monkey, fly, lady, baby, hero, mango, radio, thief, knife, wolf, roof, man, foot, woman, grandson, woman-doctor, sheep.

EXERCISE 20

Direction: Give the singular form —

heroes, bamboos, chiefs, diaries, wives, boxes, bodies, lives, potatoes, flies, cities, knives, oxen, feet, taxes, geese, beliefs, keys, wolves, classes, teeth, men-of-war, stepsons, calves, branches, shoes, deer, bushes, thieves, children, churches, menservants, inches.

EXERCISE 21

Direction: Look at the box and answer the questions given below —

sheep, alms, poetry, trousers, scenery, furniture, oil, deer, tea, friendship, butter, mathematics, music, percentage, advice, police, coffee, gold, bread, ashes, money, love, series, scissors, flour, sugar, innings, scales, ink, spectacles, tongs, politics, milk, juice.

1. Pick out the nouns from the box which are always used in the singular number.
2. Pick out the nouns from the box which are always used in the plural number.
3. Pick out the nouns from the box which have same form in both singular and plural numbers.

NUMBER OF THE PRONOUN

Nouns की तरह Pronouns भी Singular या Plural होते हैं। जिस Pronoun का संबंध एक प्राणी या वस्तु से हो, उसे Singular Number में होना समझा जाता है तथा जिस Pronoun का संबंध एक से अधिक प्राणियों या वस्तुओं से हो, उसे Plural Number में होना समझा जाता है।

(a) Pronouns in Singular Number:

I, Me, Mine, Myself, He, Him, His, Himself, She, Her, Hers, Herself, It, Itself, Yourself, This, That, Somebody, Nobody, Anybody, Everybody, Someone, No one, Anyone, Everyone, Something, Nothing, Anything, Everything, Each, Either, Neither, etc.

(b) Pronouns in Plural Number:

We, Us, Ours, Ourselves, Yourselves, They, Them, Theirs, Themselves, These, Those, Many, Both, etc.

(c) Pronouns जो Singular में भी प्रयुक्त होते हैं और Plural में भी—

you, yours, all, some, none, who, whom, whose, which, what, etc.

NUMBER OF THE VERB

Verb का सीधा संबंध वाक्य के Subject से रहता है। Singular Subject के साथ Singular Verb तथा Plural Subject के साथ Plural Verb प्रयुक्त होता है। अतः आपके लिए यह जानना जरूरी है कि कौन Verb Singular Number में है और कौन Plural Number में।

Note: जब Verb में -s/es लग जाता है, तब वह Singular हो जाता है। यह नियम Noun के नियम का ठीक उलटा है। Noun में -s/es लगाकर हम उसे Plural बनाते हैं, पर Verb में -s/es लगाकर उसे Singular बनाते हैं।

Plural Verb	Singular Verb
eat	eats
go	goes
laugh	laughs
run	runs

अब इन्हें समझें और हमेशा ध्यान में रखें —

(a) Verbs in the Singular Number:

am, is, was, has, does, goes, eats, laughs, etc.

(b) Verbs in the Plural Number:

are, were, have, do, go, eat, run, jump, etc.

(c) Verbs जो Singular Number में भी प्रयुक्त होते हैं और Plural Number में भी—

had, did, shall, should, will, would, can, could, may, might, must, ought, need, dare, used, Verbs in the Past Tense, Verbs in the Present/Past Participle Tense, etc.

EXERCISE 22

Direction: Look at the box and answer the questions given below—

you, yourself, yourselves, hers, nobody, each, we, they, many, somebody, both, himself, am, are, have, has, do, did, had, goes, run, shall, will, must, can, eats, eating, went, does.

1. Pick out the singular pronouns and verbs from the box.
2. Pick out the plural pronouns and verbs from the box.
3. Pick out the pronouns and verbs from the box which have same form in both singular and plural numbers.

□

11. Gender

Noun और Pronoun के Gender (लिंग) होते हैं। हम यहाँ Noun और Pronoun के Gender पर विचार करेंगे।

GENDER OF THE NOUN

English में Gender चार प्रकार के होते हैं —

1. Masculine Gender (पुंलिंग)
2. Feminine Gender (स्त्रीलिंग)
3. Common Gender (उभय लिंग)
4. Neuter Gender (नपुंसक लिंग)

1. Masculine Gender: Masculine Gender से नर जाति का बोध होता है।

* The masculine gender denotes a male.

Examples: Ram, dog, man, father, bull, prince, actor, tiger, horse, hero, boy and others.

2. Feminine Gender: Feminine Gender से मादा जाति का बोध होता है।

* The feminine gender denotes a female.

Examples: Sita, woman, mother, cow, sister and others.

3. Common Gender: Common Gender से यह बोध होता है कि Noun या तो नर जाति का है या मादा जाति का।

* The common gender denotes that the noun is either a male or a female.

Examples: teacher कहने से शिक्षक या शिक्षिका का बोध होता है। friend कहने से boyfriend या girlfriend का बोध होता है। अत: teacher और friend से Common Gender का बोध होता है। Other Examples: child, doctor, thief (चोर या चोरनी), parent (माता या पिता), cousin (चचेरा, फुफेरा या ममेरा भाई या बहन), person (औरत या मर्द), student (छात्र या छात्रा), infant (शिशु — नर या मादा), relative (संबंधी — स्त्री या पुरुष), bookseller (पुस्तक-विक्रेता — स्त्री या पुरुष), baby (बच्चा या बच्ची), servant (नौकर या नौकरानी), writer (लेखक या लेखिका), singer (गायक या गायिका), clerk (किरानी — पुरुष या स्त्री), bird (पक्षी — नर या मादा), deer (हिरण — नर या मादा), sheep (भेड़ — नर या मादा), elephant (हाथी — नर या मादा), fox (लोमड़ी — नर या मादा), author (लेखक या

लेखिका), driver (चालक — स्त्री या पुरुष), typist (टंकक — स्त्री या पुरुष), fool (मूर्ख — स्त्री या पुरुष), professor (प्राध्यापक या प्राध्यापिका), novelist (उपन्यासकार — स्त्री या पुरुष), speaker (वक्ता — स्त्री या पुरुष), foreigner (विदेशी — स्त्री या पुरुष), cook (रसोइया — स्त्री या पुरुष), guest (अतिथि — स्त्री या पुरुष), artist (कलाकार — स्त्री या पुरुष), enemy (शत्रु — स्त्री या पुरुष)।

4. Neuter Gender: Neuter Gender से यह बोध होता है कि Noun न तो नर जाति का है, न मादा जाति का।

* The neuter gender denotes that the noun is neither a male nor a female.

Examples: wood, oil, crow, ant, bench, school, book, pen, class, watch, honesty, army, etc.

Note 1. निर्जीव पदार्थों, कीड़ों-मकोड़ों और छोटे-छोटे जानवरों को इसी श्रेणी में रखा गया है। Collective Noun, Material Noun और Abstract Noun को भी इसी श्रेणी (Neuter Gender) में रखा गया है।

Note 2. हिंदी और अंग्रेजी में Gender (लिंग) के भेद तथा व्याख्या में अंतर है। हिंदी में दो ही लिंग हैं — स्त्रीलिंग और पुंलिंग। हिंदी भाषा में निर्जीव पदार्थ या तो पुंलिंग हैं या स्त्रीलिंग; वहीं अंग्रेजी में उन्हें Neuter Gender में रखा गया है। 'कलम' हिंदी भाषा में स्त्रीलिंग है, परंतु 'pen' अंग्रेजी भाषा में Neuter Gender में है। अत: दोनों भाषाओं के इस अंतर को बराबर ध्यान में रखें।

Masculine Gender से Feminine Gender बनाना

1. अंग्रेजी भाषा में बहुत सारे ऐसे शब्द हैं जिनके feminine रूप में पूर्णत: नए शब्दों का प्रयोग होता है। जैसे —

Masculine	*Feminine*	*Masculine*	*Feminine*
boy (लड़का)	girl (लड़की)	father (पिता)	mother (माता)
son (बेटा)	daughter (बेटी)	brother (भाई)	sister (बहन)
man (पुरुष)	woman (स्त्री)	nephew (भतीजा)	niece (भतीजी)
uncle (चाचा)	aunt (चाची)	bridegroom (दुलहा)	bride (दुलहन)
lad (लड़का)	lass (लड़की)	husband (पति)	wife (पत्नी)
papa (पिता)	mama (माता)	widower (विधुर)	widow (विधवा)
king (राजा)	queen (रानी)	hero (नायक)	heroine (नायिका)
Sir (महोदय)	Madam (महोदया)	Sultan (सुलतान)	Sultana (सुलताना)
Mr (श्रीमान)	Mrs (श्रीमती)	monk (मठवासी)	nun (मठवासिनी)
Czar (जार)	Czarina (जारिना)	bull (साँड़)	cow (गाय)
cock (मुर्गा)	hen (मुर्गी)	dog (कुत्ता)	bitch (कुतिया)
horse (घोड़ा)	mare (घोड़ी)	ram (भेड़ा)	ewe (भेड़ी)
boar (सूअर)	sow (सूअरी)	fox (लोमड़ी)	vixen (मादा लोमड़ी)

2. कुछ शब्दों में 'ess' जोड़कर Masculine से Feminine बनाया जाता है। जैसे —

god (देवता)	goddess (देवी)
lion (शेर)	lioness (शेरनी)
poet (कवि)	poetess (कवयित्री)
priest (पुजारी)	priestess (पुजारिन)
author (लेखक)	authoress (लेखिका)
shepherd (गड़ेरिया)	shepherdess (गड़ेरिन)
heir (वारिस, दायाद)	heiress (दायादा)
host (मेजबान, मेहमानदार)	hostess (मेहमानदारिन)
prophet (पैगंबर, भविष्यवक्ता)	prophetess (भविष्यवक्त्री)
mayor (महापौर)	mayoress (महिला महापौर)
patron (संरक्षक)	patroness (संरक्षिका)
Jew (यहूदी)	Jewess (यहूदिन)
giant (राक्षस)	giantess (राक्षसी)

3. कुछ शब्दों के अंतिम Vowel को निकालने के बाद 'ess' जोड़कर Feminine बनाया जाता है। जैसे —

actor (अभिनेता)	actress (अभिनेत्री)
tiger (बाघ)	tigress (बाघिन)
Negro (हबशी)	Negress (हबशिन)
prince (राजकुमार)	princess (राजकुमारी)
traitor (विश्वासघाती)	traitress (विश्वासघातिनी)
waiter (बैरा, परिवेषक)	waitress (परिवेषिका)
conductor (पुरुष कंडक्टर)	conductress (महिला कंडक्टर)
enchanter (जादूगर)	enchantress (जादूगरनी, मोहिनी)
founder (संस्थापक)	foundress (संस्थापिका)
hunter (शिकारी)	huntress (शिकारिन)
instructor (प्रशिक्षक)	instructress (प्रशिक्षिका)

4. कुछ शब्दों में आंतरिक बदलाव करने के बाद 'ess' जोड़कर Feminine बनाया जाता है। जैसे —

master (मालिक)	mistress (मालकिन)
abbot (मठाध्यक्ष)	abbess (मठाध्यक्षा)
emperor (सम्राट्)	empress (सम्राज्ञी)
murderer (हत्यारा)	murderess (हत्यारिन)

5. कुछ शब्दों के परिवर्तन इस प्रकार होते हैं—

grandfather (दादा)	grandmother (दादी)

grandson (पौत्र, पोता)	granddaughter (पौत्री, पोती)
stepfather (सौतेला पिता)	stepmother (सौतेली माता)
stepson (सौतेला बेटा)	stepdaughter (सौतेली बेटी)
father-in-law (ससुर)	mother-in-law (सास)
son-in-law (दामाद)	daughter-in-law (पतोहू)
brother-in-law (साला)	sister-in-law (साली)
milkman (ग्वाला)	milkmaid (ग्वालिन)
landlord (मकान-मालिक, जमींदार)	landlady (जमींदारिन, मकान-मालकिन)
washerman (धोबी)	washerwoman (धोबिन)
manservant (नौकर)	maidservant (नौकरानी)
bull-calf (बछड़ा)	cow-calf (बछड़ी)
bull-elephant (हाथी)	cow-elephant (हथिनी)
he-goat (बकरा)	she-goat (बकरी)
he-bear (नर भालू)	she-bear (मादा भालू)
peacock (मोर)	peahen (मोरनी)
chairman (सभापति, अध्यक्ष)	chairwoman (महिला सभापति, अध्यक्षा)

EXERCISE 23

Direction: Look at the box and answer the questions given below —

teacher, cow, bitch, doctor, king, stone, driver, queen, widow, dog, enemy, hen, hostess, tea, poet, friend, prince, princess, master, mistress, Jew, goddess, tigress, author, lioness, landlord, class, she-goat, chairman, honesty, child, stepson, thief, mother, student, milk, woman, crow, parent, washerman, heroine, girl, bird, ant, writer, tree, baby, clerk, aunt, school, elephant, cousin, priest, neighbour, hero, table.

1. Pick out the nouns of masculine gender from the box.
2. Pick out the nouns of feminine gender from the box.
3. Pick out the nouns of common gender from the box.
4. Pick out the nouns of neuter gender from the box.

EXERCISE 24

Direction: Answer the following questions —

1. Give the feminine gender of these nouns—

god, father, host, son, lion, brother, prince, bull, poet, author, master, cock, actor, ram, dog, tiger, he-goat, horse, he-bear, husband, king, chairman, man, bull-calf, nephew, uncle, stepson, bridegroom, hero, milkman, washerman, father-in-law, landlord.

2. Give the masculine gender of these nouns—

daughter, niece, aunt, hen, bitch, mare, nun, queen, widow, bride, maid, heroine, goddess, hostess, lioness, tigress, princess, mistress, poetess, actress, grandmother, stepsister, washerwoman, she-goat, maidservant, huntress, Negress, mistress, ewe, wife.

3. Give the opposite gender of these nouns—

bull, hen, mother, gentleman, queen, daughter, actor, lion, princess, tiger, giant, huntress, sister-in-law, she-goat, milkman, washerman, maidservant, bride, widow, bitch, monk, hero, master, mayor, heir, poet, author, prince, stepfather.

GENDER OF THE PRONOUN

Pronouns of Masculine Gender:

He, Him, His, Himself.

Pronouns of Feminine Gender:

She, Her, Hers, Herself.

Pronouns of Common Gender:

I, Me, Mine, Myself, We, Us, Ours, Ourselves, You, Yours, Yourself, Yourselves, Somebody, Nobody, Anybody, Everybody, Someone, No one, Anyone, Everyone, Who, Whom, etc.

Pronouns of Neuter Gender:

It, Itself, Nothing, Anything, Everything, Something, Which, etc.

Pronouns used for all genders:

They, Them, Theirs, Themselves, This, That, Each, Either, Neither, Many, Both, Whose, What, All, Some, None, etc.

EXERCISE 25

Direction: Look at the box and answer the questions given below—

This, That, She, Me, You, What, Our, His, Us, Who, They, He, Whom, Yourself, I, It, Them, Her, Everybody, Each, Him, Either, Anyone, Both, Nothing, Which, Itself.

1. Pick out the pronouns of masculine gender from the box.
2. Pick out the pronouns of feminine gender from the box.
3. Pick out the pronouns of common gender from the box.
4. Pick out the pronouns used for all genders from the box.

□

12. Person

अंग्रेजी में Person (पुरुष) तीन हैं —

1. First Person
2. Second Person
3. Third Person

Definition: बोलनेवाला First Person, जिससे बोला जाए वह Second Person तथा जिसके विषय में चर्चा की जाए वह Third Person कहलाता है।

* The first person is the person speaking, the second person is the person spoken to; and the third person is the person spoken about.

If I speak to you about Mohan, I am the first person, you are the second person and Mohan is the third person.

Examples:

First Person: I, We तथा इनके विभिन्न रूप (me, my, mine, myself, we, us, our, ours and ourselves) First Person के examples हैं।

Second Person: You तथा इसके अन्य रूप (your, yours, yourself and yourselves) Second Person के examples हैं।

Third Person: First Person तथा Second Person के शब्दों के अतिरिक्त जितने Nouns और Pronouns हैं, वे सभी Third Person के examples हैं। जैसे — he, him, his, himself, she, her, hers, herself, it, its, itself, they, them, their, theirs, themselves, this, that, these, those, somebody, anybody, something, each, either, neither, all, none, many, both, Ram, Sita, mother, father, teacher, cow, dog, cat, school, sun, star, river, pen, book, etc.

Note: कभी-कभी प्रयोग के हिसाब से Third Person के words भी First Person या Second Person के हो जाते हैं। ऐसी कुछ परिस्थितियों पर विचार करें —

(a) किसी Noun को यदि हम संबोधनकारक के रूप में प्रयुक्त करें तो वह Second Person का हो जाएगा, जैसे —

Come here, Mohan.
Don't go there, boys.
Shyam, what are you doing here?

पृष्ठ 58 के वाक्यों में प्रयुक्त शब्द Mohan, boys और Shyam Second Person में हैं, क्योंकि वे persons spoken to के लिए प्रयुक्त हुए हैं।

(b) First Person का प्रतिशब्द (apposition) First Person का और Second Person का प्रतिशब्द Second Person का हो जाता है। जैसे —

You, Mohan, come here.
You, wicked boy, get out of the class.
I, Ram, am your true friend.
I, your friend, have come to help you.

इन वाक्यों में Mohan और wicked boy Second Person में हैं, क्योंकि ये you के प्रतिशब्द हैं और इनसे persons spoken to का बोध होता है। पुनः Ram और your friend First Person में हैं, क्योंकि ये I के प्रतिशब्द हैं और इनसे persons speaking का बोध होता है।

EXERCISE 26

Direction: Look at the box and answer the questions given below —

I, me, cow, dog, you, hers, yours, Ram, Sita, mine, myself, our, school, it, boy, its, they, sun, he, star, yourself, she, themselves, ours, we, her, this, everybody, all, both, none.

1. Pick out the words of first person from the box.
2. Pick out the words of second person from the box.
3. Pick out the words of third person from the box.

□

13. Case

Case के मुख्यतः तीन भेद हैं —

1. Nominative Case
2. Objective Case
3. Possessive Case

1. Nominative Case: जब कोई Noun या Pronoun किसी क्रिया के कर्ता के रूप में प्रयुक्त रहता है, तब वह Noun/Pronoun Nominative Case में होना समझा जाता है।

* When a noun or pronoun is used as the subject of a verb, it is said to be in the nominative case.

उदाहरण के लिए इन वाक्यों को देखें —

Ram is eating.
Cows eat grass.
He reads in class VI.

यहाँ Ram, Cows और He क्रमशः is eating, eat और reads क्रियाओं के Subjects हैं। अतः Ram, Cows और He Nominative Case में हैं।

2. Objective Case: जब कोई Noun या Pronoun किसी Verb या Preposition के Object के रूप में प्रयुक्त रहता है, तब वह Noun/Pronoun Objective Case में होना समझा जाता है।

* When a noun or pronoun is used as the object of a verb or preposition, it is said to be in the objective case.

उदाहरण के लिए इन वाक्यों को देखें —

He eats rice.
She loves me.
I am going to him.

यहाँ rice, me और him क्रमशः Verb eats, Verb loves और Preposition to के objects के रूप में प्रयुक्त हैं। अतः इन वाक्यों में rice, me और him Objective Case में हैं।

3. Possessive Case: जब किसी Noun/Pronoun के रूप से अधिकार या संबंध का भाव प्रकट होता है, तब उक्त Noun/Pronoun को Possessive Case में होना समझा जाता है।

* When the form of a noun or pronoun is used to show possession or relation, it is said to be in the possessive case.

उदाहरण के लिए इन वाक्यों को देखें —

This is Ram's cow.
He is Sohan's brother.
She is my sister.
This is his cat.

यहाँ Ram's, Sohan's, my और his से संबंध/अधिकार का भाव प्रकट होता है। अतः इन्हें Possessive Case में होना समझा जाएगा।

Note 1. Noun चाहे Nominative Case में रहे या Objective Case में उसका रूप बिलकुल नहीं बदलता है, लेकिन Possessive Case में इसके रूप में परिवर्तन होता है।

Note 2. Pronouns के तीनों Cases के रूपों में भिन्नताएँ होती हैं, जिन्हें इस सारणी से समझें।

Nominative Case	Possessive Case		Objective Case
	Possessive Adjective	Possessive Pronoun	
I	My	Mine	Me
We	Our	Ours	Us
You	Your	Yours	You
He	His	His	Him
She	Her	Hers	Her
It	Its	×	It
They	Their	Theirs	Them

EXERCISE 27

Direction: Indicate the case of the words which are in bold print in the following sentences. Use the method as shown in these solved examples.

Examples:

(a) **Ram** beats **Shyam.**
Nom. Case Obj. Case

(b) **She** is **my** sister.
Nom. Case Poss. Case

(c) **It** was for **them.**
Nom. Case Obj. Case

(d) **Mohan's** father always helps **me.**
Poss. Case Obj. Case

(e) **He** wrote a **letter** yesterday.
Nom. Case Obj. Case

(f) The **hat** is on the **table.**
Nom. Case Obj. Case

(g) These books are **mine.**
Poss. Case

(h) This is for **Ravi.**
Obj. Case

1. **Mohan** loves **Sheela.**
2. The **boys** went to **school.**
3. **She** bought a beautiful **frock.**
4. **Cats** kill **rats.**
5. This is for **Shyam.**
6. **They** are in the **room.**
7. My mother loves **me** very much.
8. **Mohan's** friend is going to **him.**
9. The **kite** is flying in the **sky.**
10. These books are **hers.**
11. A **tiger** attacked **Ravi.**
12. What is on the **table?**
13. **Our** friends live in a **village.**
14. **She** does not like **their** village.
15. Does the **boy** know **Ram's** school?
16. This is the **girl's** dress.
17. **My** wife is **his** sister.
18. These are **theirs.**
19. The **horse** kicked the poor **girl.**
20. Go to **bed.**
21. **Ram** is **Mohan's** friend.
22. **I** know **Mohan** very well.
23. **You** know **me.**
24. **I** know **you.**

Noun के Possessive Case बनाने की विधि

1. प्राणिबोधक Singular Noun के अंत में 's जोड़कर Possessive Case बनाया जाता है। जैसे —

राम की किताब	Ram's book
लड़की की गुड़िया	the girl's doll
राजा का पुत्र	the king's son
गाय का दूध	the cow's milk
मनुष्य का जीवन	man's life

2. प्राणिबोधक Plural Noun जिसके अंत में s नहीं रहता है, उसके अंत में 's जोड़कर Possessive Case बनाया जाता है। जैसे —

पुरुषों का ड्रेस	men's dress
बच्चों का स्कूल	children's school
स्त्रियों का महाविद्यालय	women's college

3. प्राणिबोधक Plural Noun जिसके अंत में s रहता है, उसमें मात्र Apostrophe (') जोड़कर Possessive Case बनाया जाता है। जैसे —

लड़कों का स्कूल	boys' school
लड़कियों का ड्रेस	girls' dress
विद्यार्थियों के नाम	students' names
घोड़ों की पूँछें	horses' tails

4. निर्जीव वस्तु के साथ संबंध सूचित करने के लिए साधारणतः of का प्रयोग किया जाता है न कि 's या apostrophe का। जैसे —

स्कूल का नाम — the name of the school न कि the school's name
घर का दरवाजा — the door of the house न कि the house's door
कुर्सी की टाँग — the leg of the chair न कि the chair's leg
कुएँ का पानी — the water of the well न कि the well's water
गाँवों की सड़कें — the roads of villages न कि villages' roads
बिहार की राजधानी — the capital of Bihar न कि Bihar's capital
गाँव के लोग — the people of the village न कि the village's people
वृक्ष की डाली — the branch of the tree न कि the tree's branch

ध्यान दें — ऐसे Phrases में जब of प्रयुक्त रहता है तब प्रथम Noun के पहले the का प्रयोग अनिवार्य होता है।

5. प्राणिबोधक Noun के साथ दोनों ही constructions संभव हैं, जैसे —

गाय का दूध	the cow's milk	या the milk of the cow
राम का दोस्त	Ram's friend	या the friend of Ram
विद्यार्थियों के नाम	the students' names	या the names of the students

6. 's या apostrophe का प्रयोग सामान्यतया प्राणिबोधक Noun के अंत में किया जाता है, निर्जीव वस्तु के नाम के अंत में नहीं। परंतु कुछ परिस्थितियों में निर्जीव के साथ भी 's या apostrophe प्रयुक्त होता है। जैसे —

(a) समय, दूरी तथा वजनसूचक शब्दों के साथ 's या apostrophe लगता है। जैसे —

a week's holiday, in a year's time, five days' leave, six years' experience, a month's journey, a mile's length, a stone's throw, a foot's length, a pound's weight, three pounds' weight, etc.

(b) Personified objects के साथ 's या apostrophe लगता है, जैसे — Nature's laws, India's heroes, at death's door, at duty's call, the sun's rays, etc.

(c) कुछ प्रचलित प्रयोग, जैसे —

for mercy's sake, to his heart's content, at his wit's ends, etc.

Some Special Notes:

1. हिंदी के संबंधकारक से युक्त शब्द-समूहों का अंग्रेजी अनुवाद जब 's या apostrophe की मदद से होता है तब शब्द-क्रम (word-order) दोनों भाषाओं में same रहता है। जैसे —

राम	की	गाय	Ram	's	cow
1	2	3	1	2	3
घोड़ों	के	पाँव	horses	'	feet
1	2	3	1	2	3
गाय	का	दूध	the cow	's	milk
1	2	3	1	2	3

2. जब अनुवाद of या किसी अन्य Preposition की मदद से होता है, तब शब्द-क्रम ठीक उलटा हो जाता है। जैसे —

राम	की	गाय	the cow	of	Ram
1	2	3	3	2	1
घोड़ों	के	पाँव	the feet	of	horses
1	2	3	3	2	1
गाय	का	दूध	the milk	of	the cow
1	2	3	3	2	1

यहाँ of के पूर्व प्रयुक्त Noun के पहले the लगाना अनिवार्य हो जाता है। इसका ध्यान हमेशा रखेंगे।

EXERCISE 28

Direction: Translate the following into English in as many ways as possible —

Examples:	*Ans.*
(a) लड़कों के नाम	boys' names/the names of boys
(b) बैलों के पैर	oxen's feet/the feet of oxen
(c) गाय का दूध	the cow's milk/the milk of the cow
(d) घर का दरवाजा	the door of the house
(e) पुस्तक की कीमत	the price of the book

1. मोहन का दोस्त
2. राम की गाय
3. सीता की बहनें
4. बिहार की राजधानी
5. मदन का स्कूल
6. नदी का पानी
7. कुएँ की गहराई
8. पटना की सड़क
9. गाय का दूध
10. गायों का दूध
11. कुत्ते की पूँछ
12. कुत्तों की पूँछें
13. लड़कों के नाम
14. लड़के का नाम
15. गाँव की सड़क
16. गाँवों की सड़कें
17. शिक्षक का नाम
18. शिक्षकों के नाम
19. पुस्तक का नाम
20. पुस्तकों के नाम
21. बच्चों के नाम
22. बैलों के दाम
23. औरतों का भविष्य
24. पुरुषों का ड्रेस
25. लड़कियों का स्कूल
26. लड़की का स्कूल
27. पिता का नाम
28. पुस्तक का मूल्य
29. पुस्तकों के मूल्य
30. कुर्सी की टाँग
31. कोट का रंग
32. किताब के पन्ने
33. मनुष्य का चेहरा
34. कमरे की खिड़की
35. गाँव की सड़कें
36. वृक्ष की डाली
37. स्कूल का नाम
38. गायों के रंग
39. देश का नेता
40. शिक्षक की ईमानदारी
41. आदमी का हाथ
42. उस लड़की की आँखें
43. मेरे दोस्त का पता
44. एक टन का वजन
45. मिस्टर दास की कार

Hints: राजधानी — capital, नदी — river, गहराई — depth, कुआँ — well, पूँछ — tail, बच्चों — children, बैलों — oxen, औरतों — women, पुरुषों — men, मूल्य — price, टाँग — leg, रंग — colour, पन्ना — page, चेहरा — face, खिड़की — window, वृक्ष — tree, डाली — branch, देश — country, नेता — leader, ईमानदारी — honesty, हाथ — hand, पता — address, टन — ton, वजन — weight.

□

14. Degrees of Comparison

इन वाक्यों को देखें —

(a) Ram's mango is sweet.
(b) Mohan's mango is sweeter than Ram's.
(c) Sohan's mango is the sweetest of all.

उपर्युक्त वाक्यों में प्रयुक्त Adjectives sweet, sweeter और sweetest पर विचार करें। प्रथम वाक्य में Adjective 'sweet' केवल यह बताता है कि राम के आम में मिठास का गुण है। दूसरे वाक्य में Adjective 'sweeter' यह बताता है कि मोहन के आम में राम के आम की अपेक्षा मिठास का गुण अधिक है। तीसरे वाक्य में Adjective 'sweetest' यह बताता है कि सोहन के आम में मिठास का गुण सबसे अधिक है। इस प्रकार हम देखते हैं कि तुलना दिखाने के लिए Adjective अपना रूप (sweet, sweeter, sweetest) बदलता है।

ऐसे ही अंग्रेजी भाषा में अनेक Adjectives और Adverbs हैं जो तुलना दिखाने के लिए अपना रूप बदल लेते हैं और हमें प्रत्येक के तीन रूप प्राप्त होते हैं, जिन्हें Three Degrees of Comparison कहते हैं। इन तीनों Degrees of Comparison के नाम इस प्रकार हैं —

1. Positive Degree
2. Comparative Degree
3. Superlative Degree

1. Positive Degree: जब कोई Adjective या Adverb अपने सरल रूप में रहता है, तब इसे Positive Degree में होना समझा जाता है।

* When an adjective or adverb is in its simple form, it is said to be in the positive degree.

Examples: good, old, fat, big, sweet, strong, slowly, etc.

Sita is a good girl.
He is an old man.
Ram is very fat.
I have a red car.

I saw a big car there.
My brother is strong.
He runs slowly.
She is tall.

2. Comparative Degree: जब Adjective या Adverb से दो व्यक्तियों या वस्तुओं के गुणों की तुलना का बोध होता है, तब इसे Comparative Degree में होना समझा जाता है।

* When an adjective or adverb is used to compare the qualities of two persons or things together, it is said to be in the comparative degree.

Examples: better, older, bigger, stronger, more slowly, etc.

This pen is better than that pen.
This tree is older than that tree.
My car is bigger than his car.
He was stronger than his enemy.
He runs more slowly than Ram.

3. Superlative Degree: जब Adjective या Adverb से तीन या तीन से अधिक व्यक्तियों या वस्तुओं के गुणों की तुलना का बोध होता है, तब इसे Superlative Degree में होना समझा जाता है।

* When an adjective or adverb is used to compare the qualities of three or more than three persons or things together, it is said to be in the superlative degree.

Examples: best, oldest, biggest, sweetest, strongest, most slowly, etc.

Ram is the best boy in the class.
This is the oldest tree in my garden.
This room is the biggest of all.
He was the strongest man.
Of all the players Sonu ran most slowly.

FORMATION OF COMPARATIVE AND SUPERLATIVE DEGREES

1. एक syllable के अधिकांश adjectives/adverbs में er/r जोड़कर Comparative तथा est/st जोड़कर Superlative बनाया जाता है। यह नियम कुछ दो syllables वाले adjectives के साथ भी लागू होता है। जैसे —

Positive	*Comparative*	*Superlative*
small	smaller	smallest
tall	taller	tallest
young	younger	youngest
kind	kinder	kindest
fast	faster	fastest
loud	louder	loudest

इसी प्रकार sweet, high, strong, bright, dark, poor, clever, bold,

brave, fine, wise, white, large, hard, long, soon, near, इत्यादि के Comparative और Superlative Degrees बनाए जाते हैं।

2. जब positive एक syllable का रहता है, अंत में एक consonant और उसके पहले एक vowel रहता है, तब er/est लगाने से पहले अंतवाले consonant को double कर दिया जाता है। जैसे —

red	redder	reddest
big	bigger	biggest
thin	thinner	thinnest

इसी प्रकार hot, fat, sad, etc के degrees परिवर्तित होते हैं।

3. अगर Positive Degree के adjective का अंत consonant +y से होता है, तब y को i में बदलने के बाद er जोड़कर Comparative और est जोड़कर Superlative बनाए जाते हैं। जैसे —

happy	happier	happiest
easy	easier	easiest
heavy	heavier	heaviest
dry	drier	driest

इसी प्रकार silly, pretty, wealthy, holy, merry, etc के degrees परिवर्तित होते हैं।

4. ऐसे adverbs जिनके अंत ly से होते हैं, उनके Comparative और Superlative क्रमशः more तथा most लगाकर बनाए जाते हैं। जैसे —

beautifully	more beautifully	most beautifully
carefully	more carefully	most carefully

इसी प्रकार swiftly, skilfully, wisely, frequently के degrees परिवर्तित होते हैं।

5. तीन या तीन से अधिक syllables वाले Adjectives में प्रायः more तथा most लगाकर क्रमशः Comparative और Superlative बनाते हैं। यह नियम कुछ दो syllables वाले Adjectives के लिए भी लागू होता है। जैसे —

beautiful	more beautiful	most beautiful
intelligent	more intelligent	most intelligent
proper	more proper	most proper

इसी प्रकार dangerous, laborious, learned, useful, courageous, industrious, difficult, splendid, etc में more तथा most लगाकर degrees परिवर्तित करते हैं।

6. कुछ Adjectives/Adverbs ऐसे हैं जिनके Comparative तथा Superlative Degrees में नए words आते हैं। ऐसे Adjectives/Adverbs के तीनों forms को अच्छी तरह याद कर लेना चाहिए।

Irregular Comparison

[ADJECTIVES]

good	better	best
bad	worse	worst
much/many	more	most
little	less	least
old	elder	eldest (of people only)
	older	oldest (of people and things)

[ADVERBS]

badly	worse	worst
well	better	best
much	more	most
little	less	least

7. बहुत सारे adverbs तथा कुछ adjectives ऐसे हैं जिनका प्रयोग Comparative और Superlative Degrees में नहीं होता है। जैसे —

now, then, where, once, there, here, circular, round, square, right, wrong, etc.

EXERCISE 29

Direction: Write down the comparative and superlative degrees of these words —

tall, young, high, wise, white, red, big, happy, easy, beautiful, useful, difficult, carefully, good, bad, much, well.

□

15. The Sentence

इन्हें ध्यान से देखें —

1. The boy is going to school.
2. My father is a teacher.
3. He reading is.
4. Boy dance room.

उपर्युक्त प्रत्येक पंक्ति में शब्दों का समूह है। इन्हें ध्यान से पढ़ने पर पता चलता है कि प्रथम दो पंक्तियों में से प्रत्येक पंक्ति के शब्द एक निश्चित क्रम में रखे गए हैं और इनसे पूर्ण अर्थ निकलता है। इन दोनों में से प्रत्येक को Grammar की भाषा में Sentence कहा जाएगा। तीसरी पंक्ति के words निश्चित क्रम में नहीं हैं और इसलिए हमें इनका पूर्ण अर्थ प्राप्त नहीं हो रहा है। अंतिम पंक्ति के शब्द न तो निश्चित क्रम में रखे गए हैं और न ही इनका combination पूर्ण अर्थ देता है। अतः अंतिम दोनों पंक्तियों के शब्द-समूह Sentences नहीं कहलाएँगे। अब हम Sentence की परिभाषा इस प्रकार दे सकते हैं —

Definition: शब्दों का वह समूह जो निश्चित ढंग से क्रमबद्ध हो और पूर्ण अर्थ देता हो, Sentence कहलाता है।

* A sentence is a group of words put together in a certain order giving complete sense.

Note: एक sentence में प्रायः दो या दो से अधिक words रहते हैं, लेकिन Imperative Sentence एक word से भी बन सकता है, जैसे —

Go.	(जाओ।)
Come.	(आओ।)
Laugh.	(हँसो।)

ऐसे Sentences में Subject 'You' छिपा रहता है, अर्थात् Go का अर्थ होता है You go; Come का You come और Laugh का You laugh.

Kinds of Sentences

अर्थ के अनुसार Sentence पाँच प्रकार के होते हैं —

1. Assertive Sentence
2. Interrogative Sentence
3. Imperative Sentence
4. Optative Sentence
5. Exclamatory Sentence

1. Assertive Sentence: जो वाक्य किसी कथन को व्यक्त करता है, वह Assertive Sentence कहलाता है।

* A sentence that makes a statement is called an assertive sentence; as,

I am going to school.	He will come soon.
Ram is not a good boy.	She reads in class VI.

Note: Assertive Sentence में सामान्यतया पहले Subject आता है, तब Verb और फिर अन्य पद। वाक्य के अंत में full stop (·) अवश्य रहता है।

2. Interrogative Sentence: जिस वाक्य के द्वारा कोई प्रश्न किया जाता है, वह Interrogative Sentence कहलाता है।

* A sentence that asks a question is called an interrogative sentence; as,

What is your name?	Are you a student?
Who will help you?	Why did he not go there?

Note: Interrogative Sentence किसी Interrogative Word या Auxiliary Verb से शुरू होता है और इसके अंत में Question Mark (?) निश्चित रूप से रहता है। Who, whom, whose, which, what, where, when, how, why, etc Interrogative Words हैं।

3. Imperative Sentence: जिस वाक्य से आज्ञा, अनुरोध या सलाह का भाव प्रकट होता है, वह Imperative Sentence कहलाता है।

* A sentence that expresses an order, a request or a piece of advice is called an imperative sentence; as,

Bring a glass of water.	Please help me.
Don't go there.	Take medicine in time.

Note: ऐसे वाक्यों में Subject 'you' सामान्यतया छिपा रहता है तथा वाक्य के अंत में Full Stop (·) प्रयुक्त रहता है।

4. Optative Sentence: जिस वाक्य से शाप, आशीर्वाद, प्रार्थना या इच्छा का भाव व्यक्त होता है, वह Optative Sentence कहलाता है।

* A sentence that expresses some curse, blessing, prayer or wish is called an optative sentence; as,

May you die of cholera!
May God help you!
(May) God save the king!
May the king live long!
May he get success!
May the soul of Gandhijee get peace in the Heaven!

Note: Optative Sentence प्रायः May से प्रारंभ होता है और Exclamation के चिह्न (!) से समाप्त होता है। कुछ वाक्यों में May छिपा भी रह सकता है, फिर भी भाव या अर्थ में परिवर्तन नहीं होता है। जैसे —

God bless you! = May God bless you!
Long live our friendship ! = May our friendship live long!
Long live the king! = May the king live long!
God save the king! = May God save the king!

5. Exclamatory Sentence: जिस वाक्य से प्रसन्नता, दुख, आश्चर्य, घृणा या प्रशंसा की तीव्र अभिव्यक्ति का बोध होता है, वह Exclamatory Sentence कहलाता है।

* A sentence that expresses some sudden or strong feeling of the mind is called an exclamatory sentence; as,

What a beautiful scene it is!
What a fall!
How dark the night is!
Well done! Mohan.
Alas! I am ruined.

Note: ऐसी अभिव्यक्तियों में Exclamations के बाद Sign of Exclamation (!) रहता है।

Affirmative and Negative Sentences

ऊपर आपने Sentence के प्रकार और उनके examples को देखा है। ये Sentences या तो Affirmative हैं या Negative. जिस Sentence में कोई भी Negative Word प्रयुक्त नहीं रहता है, वह Affirmative Sentence कहलाता है और जिस Sentence में कोई भी Negative Word प्रयुक्त रहता है, वह Negative Sentence कहलाता है। no, not, never, none, nobody, nothing, neither, nor, etc Negative Words हैं।

Affirmative Sentences:

He is a boy.
Is he a student?
Please do this.
Help the poor.
May God help you!
God save the king!
How nice she is!
May I come in?

Negative Sentences:

He is not a thief.
Don't you know English?
Don't go there.
I never tell a lie.
Please do not kill me.
He has no money.
May he not succeed!
Neither team won the match.

EXERCISE 30

Direction: Say whether the following sentences are assertive, interrogative, imperative, optative or exclamatory.

1. Are you ready?
2. Please help me.
3. Come.
4. She is a nurse.
5. I have no time.
6. May God help you!
7. Can you sing?
8. Do.
9. Did he not come?
10. What a lovely rose!
11. What a dark night it is!
12. Is it clear?
13. Do it at once.
14. What do you want?
15. What a beautiful watch!
16. Please pass the sugar.
17. Long live our friendship!
18. Take care of your health.
19. Do or die.
20. She will take care of her health.

◆

16. Articles

A, An और The को Articles कहते हैं। A/An को Indefinite Article तथा The को Definite Article कहते हैं।

USE OF A/AN

1. (a) A/An का प्रयोग Singular Countable Noun (अर्थात् Common Noun और Collective Noun) के पहले होता है। जैसे —

This is a box.
Ram is a student.
A dog is an animal.
A team of players is passing.

(b) अगर Noun Plural Number में हो, तो A/An का प्रयोग नहीं होगा। जैसे —

These are boxes.
Dogs are animals.
They are doctors.

(c) अगर Noun Uncountable हो, तो A/An का प्रयोग नहीं होगा। जैसे —

This is Ram.
This is water.

(d) अगर Noun का लोप हो, तो A/An का प्रयोग नहीं होगा। जैसे —

She is very honest.
My mother is kind.

2. अगर Noun के पहले Adjective हो, तो Article का प्रयोग Adjective के पहले होगा। अगर Noun के पहले Adjective और Adjective के पहले Adverb हो, तो Article का प्रयोग Adverb के पहले होगा। जैसे —

This is a cat.
This is a black cat.
This is a very black cat.

3. A/An का प्रयोग अपने ठीक बाद आनेवाले शब्द के उच्चारण के अनुसार होगा। जैसे —

Sita is a girl.

Sita is an ideal girl.
Sita is a good girl.
Sita is an extremely beautiful girl.
Sita is a very good girl.

A और An के प्रयोग में अंतर—

जिस शब्द के पहले Indefinite Article (A/An) का प्रयोग करना हो यदि वह स्वर-ध्वनि (vowel sound) से प्रारंभ हो, तो an का प्रयोग होगा। यदि वह शब्द व्यंजन-ध्वनि (consonant sound) से प्रारंभ हो, तो a का प्रयोग होगा। यहाँ ध्यान देनेवाली बात यह है कि a/an का प्रयोग अभीष्ट शब्द के उच्चारण पर निर्भर करता है, उसके spelling पर नहीं।

अतः A/An का प्रयोग करने से पहले आप देखें कि अभीष्ट शब्द का उच्चारण vowel sound से शुरू हो रहा है कि consonant sound से। कोई शब्द vowel sound से शुरू हो रहा है या consonant sound से, इसे निश्चित रूप से जानने के लिए एक सरल नियम है। जिस शब्द के पहले a/an का प्रयोग करना हो, उसके उच्चारण को हिंदी में लिखें। यदि उसका पहला अक्षर हिंदी में व्यंजन हो, तो उसके पहले a का प्रयोग करें। यदि उसका पहला अक्षर हिंदी में स्वर हो, तो an का प्रयोग करें।

हिंदी में स्वर — अ आ इ ई ....
हिंदी में व्यंजन — क ख ग घ ....

a cat (कैट)	यहाँ पहला अक्षर 'क' है, जो व्यंजन है।
an ant (ऐन्ट)	यहाँ पहला अक्षर 'ऐ' है, जो स्वर है।
an honest man (ऑनेस्ट)	यहाँ पहला अक्षर 'औ' है, जो स्वर है।
an M.A. (एम० ए०)	यहाँ पहला अक्षर 'ए' है, जो स्वर है।
a European (यूरोपियन)	यहाँ पहला अक्षर 'य' है, जो व्यंजन है।

इसी प्रकार निम्नलिखित शब्दों के साथ a/an के प्रयोग को ध्यान से देखकर समझें।

a university	(यूनिवर्सिटी)	व्यंजन-ध्वनि — य
an hour	(आवर)	स्वर-ध्वनि — आ
a one-eyed man	(वन)	व्यंजन-ध्वनि — व
an S.D.O.	(एस०)	स्वर-ध्वनि — ए

EXERCISE 31

Direction: Put a/an before the following words/phrases. If there is no need of a/an put a cross mark (×).

Examples:

(a) × ants (b) an ant

(c) × Indians
(d) × honest
(e) an honest man
(f) an M.A.
(g) an S.D.O.
(h) × oil
(j) a university
(j) a one-eyed man

1. .... orange
2. .... apple
3. .... ant
4. .... elephant
5. .... cow
6. .... child
7. .... eggs
8. .... umbrellas
9. .... ink
10. .... ink-pot
11. .... oil
12. .... good
13. .... good book
14. .... good books
15. .... honest
16. .... honest boy
17. .... very honest boy
18. .... honest boys
19. .... good
20. .... sweet apples
21. .... ideal teacher
22. .... actor
23. .... artist
24. .... good artist
25. .... hour
26. .... hours
27. .... house
28. .... university
29. .... Europeans
30. .... European
31. .... Indian
32. .... Indians
33. .... egg
34. .... oxen
35. .... water
36. .... rice
37. .... M.A.
38. .... B.A.
39. .... M.P.
40. .... S.D.O.
41. .... B.D.O.
42. .... Urdu
43. .... Urdu poet
44. .... English story
45. .... young man
46. .... engineers
47. .... very good engineers
48. .... one-sided game
49. .... one-rupee note
50. .... one-eyed man

EXERCISE 32

Direction: Use a/an where necessary. Put a cross mark (×) where no a/an is required.

Examples:	*Answers*
(a) ...... cow gives ...... milk.	A cow gives × milk.
(b) Have you .... oxen?	Have you × oxen?
(c) They are .... honest.	They are × honest.
(d) This is .... useful book.	This is a useful book.

1. He is .... honest man.
2. Patna is .... big city.
3. I am .... Indian.
4. He has .... ox.
5. This is .... egg.
6. This is .... ink.
7. That is .... ink-pot.
8. He is .... European.
9. He is .... old man.
10. Have you seen .... elephants?
11. He is .... M.A.
12. You are .... B.A.
13. Ram Babu is .... M.L.A.
14. She is .... ideal teacher.
15. This is .... useful book.
16. It is .... one-act play.
17. That is .... intelligent dog.
18. Have you .... cow?
19. .... cow is .... animal.
20. .... cow gives .... milk.
21. They are .... Indians.
22. Have you .... eggs?
23. They have .... mangoes.
24. He is .... honest.
25. They are .... honest boys.
26. I know .... Hindi.
27. He is .... Urdu poet.
28. She is .... extremely beautiful.
29. This is .... interesting story.
30. It was .... unique sight.

USE OF THE

1. (a) पूरी जाति का बोध कराने के लिए Singular Common Noun के पहले The का प्रयोग होता है। जैसे —

The cow gives milk.	(गाय दूध देती है।)
The cow is an animal.	(गाय एक जानवर है।)
The horse is useful.	(घोड़ा उपयोगी होता है।)

(b) परंतु पूरी जाति का बोध कराने के लिए Plural Common Noun के पहले The का प्रयोग नहीं होता है। जैसे —

Cows give milk.	(गायें दूध देती हैं।)
Cows are animals.	(गायें जानवर हैं।)
Horses are useful.	(घोड़े उपयोगी होते हैं।)

(c) सामान्य अर्थ में Proper Noun और Uncountable Noun के पहले The का प्रयोग नहीं होता है। जैसे —

Ram is a boy.	(राम एक लड़का है।)
Milk is useful.	(दूध लाभदायक होता है।)
Gold is yellow.	(सोना पीला होता है।)

2. The का प्रयोग उस Noun के पहले होगा जो खास / निश्चित / पूर्वपरिचित हो, जिसे वक्ता और श्रोता पहले से जानते हों। इस स्थिति में Noun Singular हो या Plural, Countable हो या Uncountable, the का प्रयोग होगा। जैसे—

(a) घोड़े अच्छे हैं। ~ The horses are good.

(यहाँ कुछ खास/निश्चित घोड़ों की चर्चा है, अतः Plural Noun के पहले the प्रयुक्त हुआ है जो सही है।)

(b) पानी गंदा था। ~ The water was dirty.

(यहाँ खास/निश्चित/पूर्वपरिचित पानी की चर्चा है, अतः Uncountable Noun के पहले the प्रयुक्त हुआ है जो सही है।)

(c) कलम लाल है। ~ The pen is red.

(कोई खास/निश्चित कलम की चर्चा है, अतः pen के पहले the प्रयुक्त हुआ है।)

3. जब कोई Singular Countable Noun story/speech/discourse में पहली बार आता है, तब उसके पहले a/an लगता है। यह समझा जाता है कि श्रोता उससे पूर्वपरिचित नहीं हैं। परंतु जब उसी noun की पुनरावृत्ति होती है, तब उसके पहले the का प्रयोग होता है क्योंकि तब तक श्रोता उससे परिचित हो चुके रहते हैं।

(a) There was a king. The king was very brave.

(b) I saw a boy. The boy was weeping.

(c) I have bought a car. The car is very beautiful. If you want to see the car, come to my home. I think you will like the car.

4. जब वाक्य में noun + preposition + noun का प्रयोग हो, तब प्रथम noun के पहले the का प्रयोग होगा। जैसे —

The tea of Assam is famous.
The mangoes on the tree are not ripe.
The Ram of the Ramayana is an ideal personality.
I like the sweets of Gaya.

5. पर्वतश्रेणी या श्रृंखलाबद्ध पर्वतों (ranges of mountains) के नामों के पहले the का प्रयोग अवश्य होता है। जैसे —

the Himalayas, the Alps, the Vindhyas.

परंतु चोटी (peak) या जो पहाड़ एकवचन रूप में रहते हैं, उनके नामों के पहले the का प्रयोग नहीं होता है। जैसे —

Mount Everest, Snowdon, Mount Abu.

6. द्वीपसमूह (groups of islands) के नामों के पहले the का प्रयोग होता है। जैसे —

the West Indies, the Andamans.

परंतु जो द्वीप एकवचन रूप में रहते हैं, उनके नामों के पहले the का प्रयोग नहीं होता है। जैसे —

Ceylon, Sicily, Sumatra, Java.

7. नदी, खाड़ी, सागर, महासागर, जंगल, मरुभूमि, इत्यादि के नामों के पहले the का प्रयोग होता है। जैसे —

the Ganges, the Indus, the Thames, the Gulf of Mexico, the Bay of Bengal, the Indian Ocean, the Pacific Ocean, the Sahara.

8. बड़े ग्रंथों के नामों के पहले the का प्रयोग होता है। जैसे —

the Gita, The Bible, the Vedas, the Ramayana, the Koran, the Mahabharata, the Paradise Lost.

9. आकाशीय पिंड, दिशा या जो वस्तु दुनिया में केवल एक है, उनके नामों के पहले the का प्रयोग होता है। जैसे —

the earth, the sun, the moon, the sky, the east, the west, the world.

10. Newspapers के नामों के पहले the का प्रयोग होता है। जैसे —

The Hindustan Times, The Times of India, The Indian Nation, The Statesman, The Leader.

11. Historical Places/Buildings के नामों के पहले the का प्रयोग होता है। जैसे —

the Tajmahal, the Red Fort, the Golghar.

12. Musical Instruments के नामों के पहले the का प्रयोग होता है।

the tabla, the violin, the harmonium, the guitar.

13. हवाईजहाज, समुद्री जहाज तथा रेलगाड़ी के नामों के पहले the लगता है।

the Meghdoot (एक जहाज का नाम), the Vikrant (समुद्री जहाज का नाम), the Toofan Express (रेलगाड़ी का नाम).

14. देशों के नामों के पहले article का प्रयोग नहीं होता है, परंतु इन देशों के नामों के पहले the का प्रयोग होता है। जैसे —

the U.S.A., the U.S.S.R., the United Kingdom, the Netherlands, the Sudan.

15. जब ordinal numbers को letters में लिखा जाता है, तब उनके पहले the का प्रयोग होता है। जैसे —

the first, the second, the tenth.

16. जब Adjective का प्रयोग Noun की तरह होता है, तब उसके पहले the का प्रयोग होता है। जैसे —

The poor are honest.	(the poor = poor men)
The deaf can't hear.	(the deaf = deaf people)

17. Superlative Degree के पहले the का प्रयोग होता है। जैसे —

She is the most beautiful girl in the class.

Akbar was one of the greatest kings.

18. Office, cinema, theatre तथा circus शब्द के पहले the का प्रयोग होता है। जैसे —

He is going to the office / cinema / theatre / circus.

Articles का लोप (Omission of Articles)

ऊपर कुछ उन परिस्थितियों का जिक्र किया जा चुका है, जहाँ Article का प्रयोग नहीं होता है। उनके अलावा सामान्य अर्थ का बोध कराने के लिए निम्नलिखित परिस्थितियों में Article का प्रयोग नहीं होता है —

1. व्यक्ति, गाँव, शहर, जिला, राज्य, देश या महादेश के खास नाम के पहले सामान्य अर्थ में Article का प्रयोग नहीं होता है। जैसे —

Mohan helps Sohan.

Patna is the capital of Bihar.

India is a big country.

2. भाषा एवं विषय के नामों के पहले Article नहीं लगता है। जैसे —

I know English/French/Hindi/Urdu/Bengali/Tamil.

Physics is an interesting subject.

I have no interest in mathematics.

3. दिनों और महीनों के नामों के पहले Article नहीं लगता है। जैसे —

January has thirty-one days.

It is Monday today.

4. बीमारियों के नामों के पहले Article नहीं लगता है। जैसे —

He is suffering from cholera/smallpox.

परंतु कुछ बीमारियों के नामों के पहले the का प्रयोग होता है। जैसे —

the plague, the gout, the measles, the mumps.

5. पर्वों तथा ऋतुओं के नामों के पहले Article नहीं लगता है। जैसे —

Holi/Christmas is an important festival.

I shall go to Shimla in summer. (परंतु in the summer season)

6. खेल-कूद के नामों के पहले Article का प्रयोग नहीं होता है। जैसे —

I play football/tennis/cricket/badminton.

7. भोजन-सामग्री तथा भोजन के नामों के पहले Article का प्रयोग नहीं होता है। जैसे —

I like rice and fish.
I take tea/coffee everyday.
There is chicken/lamb/egg in the menu.
When do you have lunch/dinner/supper/breakfast?

8. Possessive Adjectives (my, our, your, his, her, their & its) तथा Nouns in Possessive Case (Ram's, cow's, etc) के तुरंत बाद Article का प्रयोग नहीं होता है। जैसे —

This is my book.
This is Ram's cow.

EXERCISE 33

Direction: Use a, an or the where necessary. Put a cross mark (×) where no article is required.

Examples:	*Answers*
(a) ...... cat has ...... tail.	A/The cat has a tail.
(b) ...... cats eat ...... rats.	× Cats eat × rats.
(c) ...... chair was new.	The chair was new.
(d) ...... silver is white.	× Silver is white.

1. ...... cow gives milk.
2. ...... cows give milk.
3. ...... horses are useful.
4. ...... horse is useful.
5. ...... cats eat meat.
6. ...... cat eats ...... rat.

7. ...... cats eat ...... rats.
8. ...... honey is sweet.
9. ...... gold is yellow.
10. ...... iron is hard.
11. ...... water is useful.
12. ...... oil floats on water.
13. We eat ...... rice.
14. We drink ...... milk.
15. We take ...... tea everyday.
16. ...... honesty is the best policy.
17. ...... crow is black.
18. ...... table has four legs.
19. I take ...... sugar in ...... tea.
20. ...... pen was red.
21. ...... child is ill.
22. ...... woman is mad.
23. Put ...... book on ...... table.
24. ...... man is ...... M.A.
25. ...... woman was ...... nurse.
26. ...... beggar was ...... honest.
27. ...... oxen are ill.
28. ...... cows are not giving milk.
29. I sold ...... cows.
30. ...... dogs have four legs.

EXERCISE 34

Direction: Use a, an or the where necessary. Put a cross mark (×) where no article is required.

Examples:

(a) There was ...... farmer. ...... farmer had ...... ox.
Ans. There was a farmer. The farmer had an ox.

(b) This is ...... car I bought last year.
Ans. This is the car I bought last year.

(c) ...... books on the table are mine.
Ans. The books on the table are mine.

(d) ...... boys were very naughty.
Ans. The boys were very naughty.

1. I saw ..... boy. ...... boy was weeping.
2. There was ..... king. ...... king was very kind.

3. I have a car. ...... car is very beautiful.
4. I saw some boys. ...... boys were quarrelling.
5. This is ...... pen I bought yesterday.
6. ...... horses were very bad.
7. ...... water is useful for life.
8. ...... water of this well is dirty.
9. ...... gold is ...... metal.
10. ...... gold of India is famous.
11. ...... horses can run fast.
12. ...... horses of Ram are very weak.
13. ...... mango is ...... tasty fruit.
14. ...... mangoes are found in summer.
15. ...... mangoes in the tree are not ripe.
16. ...... cows of Ram are ill.
17. ...... box was made of iron.
18. ...... water in the pot is dirty.
19. Beat ...... boys.
20. Have you read all ...... books?
21. Do you like ...... tea or ...... coffee?
22. I like ...... tea of Assam.
23. ...... dog is ...... faithful animal.
24. ...... dogs are four-footed animals.
25. ...... dogs are mad.
26. I don't like ...... dogs of my neighbour.
27. ...... dog is mine.
28. I am going to sell ...... dog.
29. I want to buy ...... dog.
30. ...... Ram of ...... Ramayana is ...... ideal man.

EXERCISE 35

Direction: Use a, an or the where necessary. Put a cross mark (×) where no article is required.

Examples:	*Answers*
(a) ...... moon shines in ...... sky.	The moon shines in the sky.
(b) ...... poor are sad.	The poor are sad.
(c) ...... Ganges is...... long river.	The Ganges is a long river.
(d) He is......best boy in the class.	He is the best boy in the class.

1. ...... Himalayas is ...... mountain.
2. ...... Mount Everest is a peak.
3. They have come from ...... West Indies.
4. ...... Ganges is ...... sacred river.
5. I have read ...... Gita and ...... Ramayana.
6. ...... sun sets in the west.
7. ...... moon is in ...... sky.
8. ...... earth moves round ...... sun.
9. I read ...... Hindustan Times everyday.
10. Have you seen ...... Tajmahal?
11. He can play on ...... violin.
12. ...... Red Fort is red.
13. ...... U.S.A. is ......great country.
14. He was ...... second boy.
15. ...... poor are honest.
16. Honesty is ...... best policy.
17. He is ...... best boy in the class.
18. I am going to ...... theatre.
19. ...... headmaster is in ...... office.
20. My father lives in ...... Nepal.
21. ...... Mount Everest is...... highest peak of ...... Himalayas.
22. ...... moon is smaller than ...... earth.
23. ...... Pacific Ocean is very deep.
24. ...... Toofan Express is coming soon.
25. Today is ...... fifth of May.
26. ...... bird can fly in ...... sky.
27. She is ...... most beautiful girl in the class.
28. ...... blind cannot see.
29. My father is ...... university professor.
30. ...... hour is enough.

EXERCISE 36

Direction: Use a, an or the where necessary. Put a cross mark (×) where no article is required.

Examples:	*Answers*
(a) ...French is...easy language.	× French is an easy language.
(b) I play ...... football.	I play × football.
(c) It is ...... Sunday today.	It is × Sunday today.
(d) I like ...... Holi.	I like × Holi.

1. ...... India is ...... big country.
2. Do you know ...... Urdu?
3. ...... Mathematics is ...... interesting subject.
4. ...... Hindi is not easier than ...... English.
5. ...... March has thirty-one days.
6. ...... Monday is ...... first day of the week.
7. He is suffering from ...... cholera.
8. ...... Holi is coming soon.
9. It is very cold in ...... winter.
10. Do you play ...... cricket everyday?
11. ...... football is ...... good game.
12. I like ...... rice and curry.
13. I do not take ...... lunch.
14. This is Ram's ...... book.
15. ...... Deepawali is ...... important festival in India.
16. We play ...... badminton in ...... evening.
17. Don't tell ...... lies. Speak ...... truth.
18. ...... sky looks blue.
19. ...... ant is ...... very hard-working insect.
20. Look at ...... picture.
21. I am learning ...... English.
22. ...... December is ...... last month of the year.
23. I play ...... chess.
24. ...... Ramayana is ...... religious book.
25. ...... rose is ...... beautiful flower.
26. I bought ...... horse, ... ox and ...... buffalo.
27. ...... gold is costlier than ...... silver.
28. Kalidas is ...... Shakespeare of India.
29. He is ...... one-eyed man.
30. ...... oxen are stronger than ...... cows.

□

17. Verb Forms

अधिकांश Verbs के पाँच रूप होते हैं —

1. V^1 Verb का Present Tense Form
   जैसे — go, eat, run, laugh, dance, etc.
2. V^2 Verb का Past Tense Form
   जैसे — went, ate, ran, laughed, etc.
3. V^3 Verb का Past Participle Form
   जैसे — gone, eaten, laughed, broken, etc.
4. V^4 Verb का Present Participle Form
   जैसे — going, eating, laughing, breaking, etc.
5. V^5 Verb का –s form
   जैसे — eats, runs, laughs, goes, does, etc.

कुछ Verbs के पाँचों रूपों को देखें —

V^1	V^2	V^3	V^4	V^5
go	went	gone	going	goes
eat	ate	eaten	eating	eats
run	ran	run	running	runs
sleep	slept	slept	sleeping	sleeps
cut	cut	cut	cutting	cuts

1. इन पाँचों रूपों को ध्यान से देखने पर पता चलता है कि Verb का मूल रूप V^1 है। उसमें -ing जोड़ने से V^4 और -s/es जोड़ने से V^5 प्राप्त होता है। जैसे —

V^1	V^4	V^5
go	going	goes
eat	eating	eats
laugh	laughing	laughs
run	running	runs
cut	cutting	cuts

2. अधिकांश Verbs ऐसे हैं जिनके V^2 और V^3 का निर्माण V^1 में d/ed suffix जोड़कर किया जाता है। इनके V^2 और V^3 same होते हैं। जैसे —

V^1	V^2	V^3
laugh	laughed	laughed
work	worked	worked

help	helped	helped
walk	walked	walked
play	played	played

3. कुछ Verbs ऐसे हैं जिनके V^2 और V^3 same होते हैं। जैसे —

V^1	V^2	V^3
buy	bought	bought
bring	brought	brought
make	made	made
sell	sold	sold
play	played	played

4. कुछ Verbs ऐसे हैं जिनके V^1, V^2 और V^3 same होते हैं। जैसे — cut, put, shut, spread, set, cost, hurt, hit, burst, etc.

V^1	V^2	V^3
cut	cut	cut
put	put	put
shut	shut	shut
cost	cost	cost
hurt	hurt	hurt

5. कुछ Verbs ऐसे हैं जिनके V^2 और V^3 भिन्न होते हैं। V^2 और V^3 forms को याद रखना पड़ता है। जैसे —

V^1	V^2	V^3
eat	ate	eaten
go	went	gone
take	took	taken
write	wrote	written
know	knew	known

अब हम यहाँ कुछ महत्वपूर्ण Verbs के V^1, V^2 और V^3 forms दे रहे हैं जिन्हें आप हमेशा याद रखें। बिना याद किए आपका काम नहीं चलेगा।

Present Tense (V^1)	*Past Tense* (V^2)	*Past Participle* (V^3)
arise (उठना, जगना)	arose	arisen
abuse (गाली देना)	abused	abused
answer (उत्तर देना)	answered	answered
ask (पूछना)	asked	asked
arrive (पहुँचना)	arrived	arrived
advise (सलाह देना)	advised	advised

be (होना)	was	been
beat (पीटना)	beat	beaten
become (होना)	became	become
begin (शुरू करना)	began	begun
bite (दाँत से काटना)	bit	bitten
break (तोड़ना)	broke	broken
burn (जलना, जलाना)	burnt	burnt
blow (बहना)	blew	blown
buy (खरीदना)	bought	bought
build (बनाना)	built	built
bring (लाना)	brought	brought
bind (बाँधना)	bound	bound
beg (भीख माँगना)	begged	begged
bless (आशीर्वाद देना)	blessed	blessed
call (पुकारना)	called	called
come (आना)	came	come
climb (चढ़ना)	climbed	climbed
catch (पकड़ना)	caught	caught
cut (काटना)	cut	cut
close (बंद करना)	closed	closed
cry (चिल्लाना)	cried	cried
cook (भोजन पकाना)	cooked	cooked
clean (साफ करना)	cleaned	cleaned
choose (चुनना)	chose	chosen
carry (ढोना)	carried	carried
creep (रेंगना)	crept	crept
deal (बर्ताव करना)	dealt	dealt
dig (खोदना)	dug	dug
do (करना)	did	done
draw (खींचना)	drew	drawn
drink (पीना)	drank	drunk
drive (चलाना)	drove	driven
die (मरना)	died	died

dream (स्वप्न देखना)	dreamt	dreamt
dry (सुखाना)	dried	dried
drop (गिराना)	dropped	dropped
eat (खाना)	ate	eaten
enter (प्रवेश करना)	entered	entered
elect (चुनना)	elected	elected
fall (गिरना)	fell	fallen
feed (खिलाना)	fed	fed
fight (लड़ना)	fought	fought
find (पाना)	found	found
fly (उड़ना, उड़ाना)	flew	flown
forget (भूलना)	forgot	forgotten
fry (तलना)	fried	fried
feel (महसूस करना)	felt	felt
get (पाना)	got	got
give (देना)	gave	given
go (जाना)	went	gone
grow (उपजना, उपजाना)	grew	grown
hang (लटकाना)	hung	hung
hang (फाँसी देना)	hanged	hanged
hear (सुनना)	heard	heard
help (मदद करना)	helped	helped
hide (छिपाना)	hid	hidden
have (रखना)	had	had
hit (चोट करना)	hit	hit
hold (पकड़ना)	held	held
hurt (चोट पहुँचाना)	hurt	hurt
hope (आशा करना)	hoped	hoped
jump (कूदना)	jumped	jumped
keep (रखना)	kept	kept
know (जानना)	knew	known
live (रहना)	lived	lived
learn (सीखना)	learnt	learnt

leave (छोड़ना)	left	left
look (देखना)	looked	looked
love (प्यार करना)	loved	loved
lose (खोना)	lost	lost
lend (उधार लेना)	lent	lent
leap (कूदना)	leapt	leapt
lead (नेतृत्व करना)	led	led
make (बनाना)	made	made
meet (मिलना)	met	met
marry (शादी करना)	married	married
mistake (गलती करना)	mistook	mistaken
open (खोलना)	opened	opened
play (खेलना)	played	played
put (रखना)	put	put
pay (चुकाना)	paid	paid
quarrel (झगड़ना)	quarrelled	quarrelled
read (पढ़ना)	read	read
ride (चढ़ना)	rode	ridden
ring (बजाना, बजना)	rang	rung
rise (उठना, उगना)	rose	risen
see (देखना)	saw	seen
say (कहना)	said	said
sell (बेचना)	sold	sold
send (भेजना)	sent	sent
show (दिखाना)	showed	shown
study (अध्ययन करना)	studied	studied
set (ठीक करना)	set	set
shake (हिलाना)	shook	shaken
shine (चमकना)	shone	shone
shoot (गोली मारना)	shot	shot
shut (बंद करना)	shut	shut
sing (गाना गाना)	sang	sung
sink (डूबना)	sank	sunk

sleep (सोना)	slept	slept
smell (सूँघना)	smelt	smelt
speak (बोलना)	spoke	spoken
spend (खर्च करना)	spent	spent
spoil (बर्बाद करना)	spoilt, spoiled	spoilt, spoiled
stand (खड़ा होना)	stood	stood
steal (चुराना)	stole	stolen
swim (तैरना)	swam	swum
take (लेना)	took	taken
teach (पढ़ाना)	taught	taught
tear (फाड़ना)	tore	torn
tell (कहना)	told	told
think (सोचना)	thought	thought
throw (फेंकना)	threw	thrown
talk (बात करना)	talked	talked
thank (धन्यवाद देना)	thanked	thanked
use (प्रयोग करना)	used	used
understand (समझना)	understood	understood
work (काम करना)	worked	worked
want (चाहना)	wanted	wanted
wear (पहनना)	wore	worn
weep (रोना)	wept	wept
win (जीतना)	won	won
write (लिखना)	wrote	written
walk (टहलना)	walked	walked
wash (धोना)	washed	washed

EXERCISE 37

Direction: Write down the V^1, V^2, V^3, V^4 and V^5 forms of the following verbs —

ask, beat, break, buy, come, do, fall, feel, grow, hope, learn, put, burst, read, see, sell, set, hit, open, stand, tell, weep, steal.

□

18. Tense

Tense से क्रिया का कोई रूप अथवा दो या दो से अधिक रूपों के संगठन का बोध होता है जिसका प्रयोग किसी कार्य-व्यापार के होने का समय दर्शाने में होता है।

* The tense stands for a verb form or series of verb forms used to express a time relation.

is reading / is coming / is playing — Present Progressive Tense
has been waiting / has been raining — Present Perfect Continuous Tense
saw / played / ate / did — Simple Past Tense
will go / shall come / shall eat — Simple Future Tense

अंग्रेजी में Tense के तीन भेद हैं —

1. Present Tense
2. Past Tense
3. Future Tense

पुनः प्रत्येक के चार भेद हैं। Present Tense के चारों भेद इस प्रकार हैं —

(a) Simple Present Tense
(b) Present Progressive Tense/Present Continuous Tense
(c) Present Perfect Tense
(d) Present Perfect Continuous Tense

इसी तरह Past Tense और Future Tense के भी चार-चार भेद हैं। अब इन बारहों Tenses का अलग-अलग विस्तारपूर्वक अध्ययन करें।

1. SIMPLE PRESENT TENSE

[अभी हम सभी Tenses के सिर्फ Affirmative Sentences की चर्चा करेंगे, Negative और Interrogative Sentences की चर्चा आगे के Chapters में करेंगे।]

इन वाक्यों को देखें —

I am a boy. (मैं एक लड़का हूँ।)
We are students. (हमलोग छात्र हैं।)
The boy is ill. (लड़का बीमार है।)
I have a car. (मुझे एक कार है।)
She has a cow. (उसके पास एक गाय है।)

The cow eats grass. (गाय घास खाती है।)

They play football. (वे लोग फुटबॉल खेलते हैं।)

इन वाक्यों में आए Verbs am, is, are, have, has, eats और play Simple Present Form में प्रयुक्त हैं। ऐसे Simple Present Form में प्रयुक्त Verbs को Simple Present Tense में होना समझा जाता है।

इस Tense के वाक्यों में Subject + Verb की बनावट होती है —

Subject + Verb in Simple Present Form (either singular or plural).

कहाँ Singular Verb का प्रयोग होगा और कहाँ Plural Verb का, इसके लिए आगे दी गई सारणी को ध्यान में रखें।

Note 1. हिंदी के वाक्यों में जब मुख्य क्रिया के रूप में हूँ, है, हो या हैं रहता है या धातु + ता हूँ / ती हूँ / ते हैं / ते हो / ती हो / ता है / ती हैं रहता है, तब उन वाक्यों की क्रियाओं का अनुवाद प्रायः Simple Present Tense में होता है। उदाहरण के लिए ऊपर दिए गए वाक्यों को देखें और अनुवाद के लिए इस सारणी को ध्यान में रखें।

सारणी (Subject + Verb)

Person	Subject in Singular Number	Subject in Plural Number
First Person	I am/I have/I eat.	We are/We have/We eat.
Second Person	You are/You have/You eat.	You are/You have/You eat.
Third Person	He is/He has/He eats.	They are/They have/They eat.

Note 2. He के स्थान पर She, It या कोई भी उपयुक्त Singular Subject आ सकता है तथा They के स्थान पर कोई भी उपयुक्त Plural Subject आ सकता है।

Note 3. जब Main Verb के रूप में am/is/are/have/has का प्रयोग होता है, तब इसके बाद Noun या कोई अन्य उपयुक्त Complement का आना आवश्यक हो जाता है। जैसे —

He is ready. I am a student. I have a pen.

Simple Present Tense का प्रयोग—

1. इस Tense का प्रयोग मुख्यतः आदत या स्वभावजनित कार्य-व्यापार (habitual actions) का बोध कराने में होता है। जैसे —

I walk in the morning. (मैं सुबह में टहलता हूँ।) ~ आदत / स्वभाव

The sun rises in the east. (सूर्य पूरब में उगता है।) ~ आदत / स्वभाव

Milk is sweet. (दूध मीठा होता है।) ~ स्वभाव

2. इस Tense का प्रयोग स्थायी या सामान्य कार्य-व्यापार, संबंध, अधिकार, निहित गुण इत्यादि का बोध कराने के लिए भी होता है। जैसे —

Two and two is four. (दो और दो चार होता है।) ~ स्थायी कार्य-व्यापार

She is my mother. (वह मेरी माँ है।) ~ संबंध

I have a car. (मेरे पास एक कार है।) ~ अधिकार

The rose is beautiful. (गुलाब सुंदर होता है।) ~ निहित गुण

Note 1. इस Tense से यह स्पष्ट नहीं होता है कि कोई कार्य-व्यापार बोलते समय हो रहा है या नहीं। ऐसे स्पष्टीकरण के लिए Present Progressive Tense का प्रयोग होता है। जैसे —

I take tea but this time I am taking coffee.

मैं चाय पीता हूँ, यानी मैं चाय पीया करता हूँ — ऐसी मेरी आदत है, परंतु इस समय मैं कॉफी पी रहा हूँ।

Note 2. Tense के concept को और अधिक clear करने के लिए इस chapter के अध्ययन के साथ-साथ Tense पर आधारित अनुवाद भी बनाएँ। इसके लिए Oxford Junior English Translation या Oxford Current English Translation देखें।

2. PRESENT PROGRESSIVE TENSE

इन वाक्यों को देखें —

I am eating. (मैं खा रहा हूँ।)

The boy is jumping. (लड़का उछल-कूद रहा है।)

They are dancing. (वे लोग नाच रहे हैं।)

Sita is singing. (सीता गा रही है।)

इन वाक्यों में आए Verbs am eating, is jumping, are dancing और is singing का Verb Form am/is/are + Present Participle है। ऐसे Verb Form में प्रयुक्त Verbs को Present Progressive Tense में होना समझा जाता है। इस Tense के वाक्यों में Subject + Verb की बनावट होती है —

Subject + am/is/are + V-ing.

Note: हिंदी के वाक्यों में इस Tense की क्रिया के अंत में प्रायः रहा हूँ / रही हूँ / रहे हैं / रही हो / रहा है / रही हैं रहता है और इसके पहले कोई भूतकालिक समयसूचक शब्द प्रयुक्त नहीं रहता है। अनुवाद के लिए कर्ता के बाद am/is/are दिया जाता है और उसके बाद V + ing. उदाहरण के लिए ऊपर दिए गए वाक्यों को देखें और अनुवाद के लिए इस सारणी को ध्यान में रखें।

सारणी

Person	Subject in Singular Number	Subject in Plural Number
First Person	I am going.	We are going.
Second Person	You are going.	You are going.
Third Person	He/She/It/Ram is going.	They/The boys are going.

Present Progressive Tense का प्रयोग—

1. इस Tense का प्रयोग तात्कालिक वर्तमान (immediate present / now) का बोध कराने के लिए होता है, अर्थात् क्रिया वर्तमान समय में बोलते या लिखते वक्त संपन्न हो रही है। जैसे —

I am reading. (पढ़ने का काम चालू है।)
He is sleeping. (सोना जारी है।)
He is playing in the room. (अभी खेल रहा है।)

2. इस Tense का प्रयोग ऐसे काम के होने या चालू रहने का भी बोध कराने में होता है जो अभी तत्काल नहीं हो रहा है (इसी क्षण अर्थात् बोलते समय), परंतु अभीष्ट समय के आस-पास या इन दिनों हो रहा है। जैसे —

He is reading mathematics these days.
वह आजकल गणित पढ़ रहा है — बोलते समय नहीं, परंतु आजकल — about this time

3. इस Tense का प्रयोग भविष्य में होनेवाले कार्यक्रम/निर्णय/पूर्वनिर्धारित योजना तथा कार्य करने के इरादे या संभावना को भी व्यक्त करने में होता है। जैसे —

She is coming tomorrow. (वह कल आ रही है।) ~ पूर्वनिर्धारित योजना
I am going to buy a car. (मैं एक कार खरीदने जा रहा हूँ।) ~ भविष्य में कार्य करने का इरादा।

3. PRESENT PERFECT TENSE

इन वाक्यों को देखें —

I have eaten. (मैं खा चुका हूँ / मैंने खाया है।)
We have played. (हमलोग खेल चुके हैं / हमलोगों ने खेला है।)
You have done it. (तुमने इसे किया है / तुम इसे कर चुके हो।)
The sun has risen. (सूरज उग चुका है / सूरज उग गया है।)

इन वाक्यों में आए Verbs have eaten, have played, have done और has risen का Verb Form have/has + Past Participle of the Main Verb है। ऐसे Verb Form में प्रयुक्त Verbs को Present Perfect Tense में होना समझा जाता है।

इस Tense के वाक्यों में Subject + Verb की बनावट होती है —

Subject + have / has + V^3.

Note: हिंदी के वाक्यों में इस Tense की क्रियाओं के अंत में चुका हूँ / चुकी हूँ / चुके हैं / चुके हो / चुका है / चुकी है अथवा या हूँ / ई हूँ / ए हैं / ए हो / या है / ई है रहता है। अंग्रेजी अनुवाद में Subject के बाद have/has दिया जाता है और उसके बाद क्रिया का Past Participle Form (V^3)। जब Subject Third Person

Singular Number में रहता है, तब has + V^3 लगता है। अन्य Subjects के साथ have + V^3 लगता है। उदाहरण के लिए पिछले पृष्ठ पर दिए गए वाक्यों को देखें और इस सारणी को ध्यान में रखें।

सारणी

Person	Subject in Singular Number	Subject in Plural Number
First Person	I have eaten.	We have eaten.
Second Person	You have eaten.	You have eaten.
Third Person	He/She/It/Ram has eaten.	They/The boys have eaten.

Present Perfect Tense का प्रयोग—

इस Tense का प्रयोग मुख्यतः ऐसे कार्य-व्यापार का बोध कराने के लिए होता है जो भूतकाल में समाप्त हो गया, परंतु उसका प्रभाव या संबंध वर्तमान समय से है। जैसे —

(a) I have eaten. (मैंने खा लिया है।) खाने का काम भूतकाल में समाप्त हो गया, परंतु उसका प्रभाव अभी भी मौजूद है — पेट भरा हुआ है और अभी खाने की इच्छा नहीं है।

(b) He has broken his leg. (उसने अपनी टाँग तोड़ ली है।) टाँग टूटने का काम भूतकाल में समाप्त हो गया, परंतु उसका प्रभाव अभी भी मौजूद है और उस घटना का संबंध वर्तमान से है — उसकी टाँग अभी भी टूटी हुई है और अभी भी वह चलने की स्थिति में नहीं है।

4. PRESENT PERFECT CONTINUOUS TENSE

इन वाक्यों को देखें —

I have been reading for two hours. (मैं दो घंटों से पढ़ रहा हूँ।)

She has been sleeping since 9 o'clock. (वह नौ बजे से सो रही है।)

It has been raining since morning. (सुबह से वर्षा हो रही है।)

The boys have been playing. (लड़के खेलते रहे हैं।)

She has been living here for ten years. (वह दस वर्षों से यहाँ रह रही है।)

इन वाक्यों में आए Verbs, have been reading, has been sleeping, has been raining, have been playing और has been living का Verb Form have been/has been + Present Participle है। ऐसे Verb Form को Present Perfect Continuous Tense में होना समझा जाता है।

इस Tense के वाक्यों में Subject + Verb की बनावट होती है —

Subject + have been/has been + V-ing.

सारणी

Person	Subject in Singular Number	Subject in Plural Number
1st Person	I have been eating.	We have been eating.
2nd Person	You have been eating.	You have been eating.
3rd Person	He has been eating.	They have been eating.

Note: जब हिंदी क्रियाओं के अंत में रहा हूँ/ रही हूँ/ रही हैं/ रहे हैं/ रहे हो/ रही हो/रहा है/ रही है रहता है और इनके पहले भूतकालिक समयसूचक शब्द (जैसे — एक घंटे से, दो घंटों से, दो वर्षों से, सुबह से, 9 बजे से, इत्यादि) रहता है, तब इन क्रियाओं का अनुवाद Present Perfect Continuous Tense में होता है। जब भूतकालिक समयसूचक शब्द का प्रयोग नहीं रहता है, तब क्रिया के अंत में ता रहा हूँ / ती रही हूँ / ता रहा है / ती रही है / ते रहे हैं / ते रहे हो / ती रही हो रहता है। उदाहरण के लिए पिछले पृष्ठ पर दिए गए वाक्यों को देखें।

For/Since का प्रयोग—

कुछ वाक्यों में समयसूचक शब्दों के पहले for/since का प्रयोग होता है।

For का प्रयोग—जब अवधि (अर्थात् कितनी देर से/कितने समय से) दी रहती है, तब for का प्रयोग होता है। जैसे —

एक घंटे से	for an hour	बहुत दिनों से	for several days
चार दिनों से	for four days	तीन वर्षों से	for three years

Since का प्रयोग—जब निश्चित समय (किस घड़ी/किस दिन/किस साल — शुरू होने का समय — starting point) दिया रहता है, तब since का प्रयोग होता है। जैसे —

सोमवार से	since Monday	सुबह से	since morning
1980 ई० से	since 1980	बचपन से	since childhood
9 बजे से	since 9 o'clock	गत साल से	since last year

Present Perfect Continuous Tense का प्रयोग—

इस Tense का प्रयोग मुख्यतः उस कार्य-व्यापार को व्यक्त करने के लिए होता है जो भूतकाल में प्रारंभ हुआ और अभी भी जारी है। जैसे —

He has been living in this town for ten years. (वह दस वर्षों से इस शहर में रह रहा है।) ~ उसने दस वर्ष पहले रहना शुरू किया और अभी भी रह रहा है।

5. SIMPLE PAST TENSE

इन वाक्यों को देखें —

I was happy. (मैं खुश था।)

You were sad. (तुम उदास थे।)

They were leaders. (वे लोग नेता थे।)
Ram had a horse. (राम के पास एक घोड़ा था।)
You had a cow. (तुम्हारे पास एक गाय थी।)
I went there. (मैं वहाँ गया / मैं वहाँ गया था।)
He wrote a letter. (उसने पत्र लिखा / उसने पत्र लिखा था।)

इन वाक्यों में आए Verbs was, were, had, went और wrote के Verb Form पर विचार करने से पता चलता है कि ये सभी Simple Past Form में प्रयुक्त हैं। ऐसे Verb Form में प्रयुक्त Verbs को Simple Past Tense में होना समझा जाता है।

इस Tense के वाक्यों में Subject + Verb की बनावट होती है —

Subject + Simple Past Form (V^2).

Note 1. हिंदी के वाक्यों में इस Tense की क्रिया का रूप था / थी / थे / थीं या धातु + आ / ई / ए + (था / थी / थीं / थे) होता है। अंग्रेजी अनुवाद के लिए Subject के बाद V^2 का प्रयोग किया जाता है। उदाहरण के लिए ऊपर दिए गए वाक्यों को देखें और इस सारणी को ध्यान में रखें।

सारणी

Person	Subject in Singular Number	Subject in Plural Number
1st Person	I was/I had/I ate.	We were/We had/We ate.
2nd Person	You were/You had/You ate.	You were/You had/You ate.
3rd Person	He was/He had/He ate.	They were/They had/They ate.

Note 2. जब Verb के रूप में was/were/had का प्रयोग करना होता है, तब इसके बाद noun या कोई अन्य उपयुक्त complement (पूरक) देना अनिवार्य हो जाता है। जैसे —

I was ill. They were teachers. I had a horse.

Simple Past Tense का प्रयोग—

1. इस Tense का प्रयोग मुख्यतः ऐसे कार्य-व्यापार के लिए होता है, जो भूतकाल में समाप्त हो गया। जैसे —

I met him yesterday. (मैं उससे कल मिला था।)
He died in 1980. (वे 1980 ई० में मरे।)
He taught us. (उन्होंने हमलोगों को पढ़ाया।)

कार्य-व्यापार भूतकाल में पूर्णतः समाप्त हो गया।

2. इस Tense का प्रयोग Past Tense से संबंधित घटनाओं या स्थितियों का वर्णन करने में भी होता है। जैसे —

It was 1957. (सन् 1957 था।)
We were happy. (हमलोग खुश थे।)
It was very hot. (बहुत गर्मी थी।)

Past time related situations.

3. इस Tense का प्रयोग भूतकाल में कोई काम करने की आदत का बोध कराने में भी होता है। जैसे —

I used to smoke. (मैं धूम्रपान किया करता था।)
He always helped me. (वे हमेशा मेरी मदद करते थे।)
भूतकाल में काम करने की आदत

6. PAST PROGRESSIVE TENSE

इन वाक्यों पर विचार करें —

I was going to market. (मैं बाजार जा रहा था।)
She was dancing. (वह नृत्य कर रही थी।)
Your brothers were sleeping. (आपके भाई लोग सो रहे थे।)
It was raining. (वर्षा हो रही थी।)

इन वाक्यों में आए Verbs was going, was dancing, were sleeping और was raining के Verb Form पर विचार करने से पता चलता है कि इनका Verb Form was/were + Present Participle है। ऐसे Verb Form में प्रयुक्त Verbs को Past Progressive Tense में होना समझा जाता है।

इस Tense के वाक्यों में Subject + Verb की बनावट होती है —

Subject + was/were + V-ing.

Note: हिंदी के वाक्यों में इस Tense की क्रिया के अंत में रहा था / रही थी / रहे थे / रही थीं रहता है तथा वाक्यों के अंग्रेजी अनुवाद में Subject के बाद was / were आता है और उसके बाद क्रिया का V-ing form. उदाहरण के लिए ऊपर दिए गए वाक्यों को देखें। कहाँ was और कहाँ were का प्रयोग होगा, यह इस तालिका से स्पष्ट है।

सारणी

Person	Subject in Singular Number	Subject in Plural Number
1st Person	I was eating.	We were eating.
2nd Person	You were eating.	You were eating.
3rd Person	He/She/It/Ram was eating.	They were eating.

Past Progressive Tense का प्रयोग—

इस Tense का प्रयोग मुख्यतः भूतकाल में किसी कार्य-व्यापार के जारी रहने का बोध कराने के लिए होता है। जैसे —

He was sleeping. (वह सो रहा था।)
They were talking. (वे बातें कर रहे थे।)
It was raining. (वर्षा हो रही थी।)
He was running. (वह दौड़ रहा था।)
कार्य भूतकाल में जारी था।

7. PAST PERFECT TENSE

इन वाक्यों को देखें —

(a) I had reached school before the bell rang.
(घंटी बजने के पहले मैं स्कूल पहुँच चुका था।)

(b) The thief had fled away before the police came.
(पुलिस के आने के पहले चोर भाग चुका था।)

(c) The patient had died before the doctor came.
(डॉक्टर के आने के पहले रोगी मर चुका था।)

इन वाक्यों में आए Verbs had reached, had fled और had died के Verb Form पर विचार करने से पता चलता है कि इनका Verb Form had + Past Participle है। ऐसे Verb Form में प्रयुक्त Verbs को Past Perfect Tense में होना समझा जाता है।

इस Tense के वाक्यों में संबंधित Subject + Verb की बनावट होती है —

Subject + had + V^3.

Note: हिंदी के वाक्यों में इस Tense की क्रिया के अंत में चुका था / चुकी थी / चुके थे / चुकी थीं रहता है। अंग्रेजी अनुवाद के लिए Subject के बाद had दिया जाता है और had के बाद Main Verb का Past Participle Form। उदाहरण के लिए ऊपर दिए गए वाक्यों को देखें जिनके प्रथम भाग में Past Perfect Tense प्रयुक्त है।

सारणी

Person	Subject in Singular Number	Subject in Plural Number
1st Person	I had eaten.	We had eaten.
2nd Person	You had eaten.	You had eaten.
3rd Person	He/She/It/Ram had eaten.	They/The boys had eaten.

Past Perfect Tense का प्रयोग—

1. यदि भूतकाल में दो कार्य हुए हों और एक कार्य दूसरे कार्य के पहले पूर्णरूपेण समाप्त हो गया हो, तो पहले समाप्त होनेवाले कार्य के लिए Past Perfect Tense की क्रिया का प्रयोग होगा और बाद में समाप्त होनेवाले कार्य के लिए Simple Past Tense की क्रिया का प्रयोग। जैसे —

डॉक्टर के आने के पहले रोगी मर चुका था। इस वाक्य से यह स्पष्ट है कि भूतकाल में दो काम हुए — (a) रोगी का मरना और (b) डॉक्टर का आना। 'रोगी का मरना' पहले संपन्न हुआ। अतः इसके लिए Past Perfect Tense की क्रिया का प्रयोग होगा और 'डॉक्टर का आना' बाद में संपन्न हुआ। अतः इसके लिए Past Indefinite Tense की क्रिया का प्रयोग होगा। इस प्रकार अभीष्ट वाक्य का अनुवाद होगा —

The patient had died before the doctor came.

इस प्रकार Past Perfect Tense की क्रिया से यह बोध होता है कि कोई कार्य भूतकाल में किसी घटना के पहले संपन्न हो चुका था।

2. आपने Past Perfect Tense का प्रयोग ऐसे वाक्यों में देखा है जिनके दो भाग हैं। कभी-कभी ऐसे वाक्यों के दो भाग नहीं होते हैं, परंतु प्रसंग (context) से स्पष्ट रहता है कि अभीष्ट कार्य दूसरे कार्य के बहुत पहले ही समाप्त हो चुका था। ऐसे वाक्यों में दूसरा कार्य लुप्त (silent) या understood रहता है। ऐसे वाक्यों में भी Past Perfect Tense की क्रिया का प्रयोग होता है। जैसे —

(a) I had already completed my work.
मैंने पहले ही अपना काम पूरा कर लिया था।

(b) She had reached much earlier.
वह बहुत पहले पहुँच चुकी थी।

(c) I had never been to Delhi before.
इसके पूर्व मैं कभी दिल्ली नहीं गया था।

3. Past Perfect Tense का प्रयोग अनेक परिस्थितियों में Present Perfect Tense के Past Equivalent के रूप में भी होता है। जैसे —

(a) I have been ill for ten days.	Present Perfect Tense
I had been ill for ten days.	Past Perfect Tense
(b) I have served in the army since 1998.	Present Perfect Tense
I had served in the army since 1998.	Past Perfect Tense

8. PAST PERFECT CONTINUOUS TENSE

इन वाक्यों को देखें —

I had been running. (मैं दौड़ता रहा था।)
He had been working since 2005. (वह 2005 ई० से काम कर रहा था।)
It had been raining since morning. (सुबह से वर्षा हो रही थी।)
They had been living for years. (वे लोग वर्षों से रह रहे थे।)

इन वाक्यों में आए Verbs had been running, had been working, had been raining और had been living के Verb Form पर विचार करने से पता चलता है कि इनका Verb Form had been + present participle है। ऐसे Verb Form में प्रयुक्त Verbs को Past Perfect Continuous Tense में होना समझा जाता है।

इस Tense के वाक्यों में Subject + Verb की बनावट होती है —

Subject + had been + V-ing.

Note: हिंदी के वाक्यों में इस Tense की क्रिया के अंत में रहा था / रही थी / रहे थे / रही थीं रहता है और क्रिया के पहले भूतकालिक समयसूचक शब्द भी रहता है। जब भूतकालिक समयसूचक शब्द नहीं रहता है, तब क्रिया के अंत में ता रहा था /

ती रही थी / ते रहे थे / ती रही थीं रहता है। अंग्रेजी अनुवाद के लिए Subject के बाद had been लगता है और इसके बाद Main Verb का Present Participle Form. उदाहरण के लिए पिछले पृष्ठ पर दिए गए वाक्यों को देखें और इस सारणी को ध्यान में रखें।

सारणी

Person	Subject in Singular Number	Subject in Plural Number
1st Person	I had been eating.	We had been eating.
2nd Person	You had been eating.	You had been eating.
3rd Person	He had been eating.	They had been eating.

Past Perfect Continuous Tense का प्रयोग—

इस Tense का प्रयोग मुख्यतः ऐसे कार्य-व्यापार का बोध कराने के लिए होता है, जो भूतकाल में कुछ समय या बहुत समय तक जारी था। जैसे —

They had been fighting for ten years. (वे लोग दस वर्षों से लड़ रहे थे।)

I had been playing since morning. (मैं सुबह से खेल रहा था।)

9. SIMPLE FUTURE TENSE

इन वाक्यों को देखें —

I shall be a leader. (मैं नेता बनूँगा।)

You will be happy. (तुम खुश रहोगे।)

Sita will dance tomorrow. (सीता कल नृत्य करेगी।)

I shall help you. (मैं तुम्हारी मदद करूँगा।)

They will serve the nation. (वे लोग देश की सेवा करेंगे।)

They will come soon. (वे लोग शीघ्र आएँगे।)

इन वाक्यों में आए Verbs shall be, will be, will dance, shall help, will serve और will come के Verb Form पर विचार करने से पता चलता है कि इनका Verb Form shall/will + V^1 है। ऐसे Verb Form में प्रयुक्त Verbs को Simple Future Tense में होना समझा जाता है। इस Tense के वाक्यों में Subject + Verb की बनावट होती है —

Subject + shall / will + V^1.

Note: जब हिंदी वाक्य की क्रिया का रूप धातु + ऊँगा / ऊँगी / एगा / एगी / एँगे रहता है, तब अभीष्ट क्रिया का अंग्रेजी अनुवाद Simple Future Tense में होता है। वाक्य के अनुवाद के लिए Subject के बाद shall/will दिया जाता है और उसके बाद V^1 का प्रयोग होता है। उदाहरण के लिए ऊपर दिए गए वाक्यों को देखें और अनुवाद के लिए आगे दी गई सारणी को ध्यान में रखें।

सारणी

Person	Subject in Singular Number	Subject in Plural Number
1st Person	I shall eat.	We shall eat.
2nd Person	You will eat.	You will eat.
3rd Person	He/She/It/Ram will eat.	They/The boys will eat.

Simple Future Tense का प्रयोग—

1. Simple Future Tense का प्रयोग ऐसे कार्य-व्यापार के लिए होता है, जो भविष्य में सामान्य रूप से होगा। जैसे —

I shall go to Patna tomorrow. (मैं कल पटना जाऊँगा।)
I shall appear at the examination next year. (मैं अगले साल परीक्षा दूँगा।)

2. इस Tense का प्रयोग इच्छा (will), संकल्प (determination), चेतावनी (threat/command), इरादा (intention), इत्यादि का बोध कराने के लिए भी होता है। जैसे —

I will serve the nation. (मैं देश की सेवा करूँगा।)
I will never tell a lie. (मैं कभी झूठ नहीं बोलूँगा।)
You shall not cheat her again. (तुम उसे दोबारा नहीं ठगोगे।)
You shall come in time. (तुम समय पर आओगे।)

10. FUTURE PROGRESSIVE TENSE

इन वाक्यों को देखें —

I shall be playing. (मैं खेलता रहूँगा।)
We shall be dancing. (हमलोग नाचते रहेंगे।)
She will be waiting. (वह इंतजार करती रहेगी।)
They will be teaching. (वे लोग पढ़ाते रहेंगे।)

इन वाक्यों में आए Verbs shall be playing, shall be dancing, will be waiting और will be teaching के Verb Form पर विचार करने से पता चलता है कि इनका Verb Form shall/will+be+Present Participle है। ऐसे Verb Form में प्रयुक्त Verbs को Future Continuous Tense में होना समझा जाता है।

इस Tense के वाक्यों में Subject + Verb की बनावट होती है —

Subject + shall / will + be + V-ing.

Note: हिंदी के वाक्यों में इस Tense की क्रिया के अंत में ता रहूँगा / ते रहेंगे / ता रहेगा / ते रहेगी रहता है। अंग्रेजी अनुवाद के लिए Subject के बाद shall be / will be प्रयुक्त होता है और उसके बाद Main Verb का V-ing form. उदाहरण के लिए ऊपर दिए गए वाक्यों को देखें और आगे दी गई सारणी को ध्यान में रखें।

सारणी

Person	Subject in Singular Number	Subject in Plural Number
1st Person	I shall be eating.	We shall be eating.
2nd Person	You will be eating.	You will be eating.
3rd Person	He will be eating.	They will be eating.

Future Progressive Tense का प्रयोग—

इस Tense का प्रयोग ऐसे कार्य-व्यापार का बोध कराने के लिए होता है, जो भविष्य में किसी खास वक्त पर होता रहेगा। जैसे —

He will be sleeping then. (तब वह सोता रहेगा।)
I shall be staying there. (मैं वहाँ रुका हुआ रहूँगा।)

11. FUTURE PERFECT TENSE

इन वाक्यों को देखें —

I shall have played. (मैं खेल चुकूँगा।)
They will have finished the work. (वे काम समाप्त कर चुकेंगे।)
Sita will have danced. (सीता नाच चुकेगी।)
You will have cut the trees. (तुम पेड़ काट चुकोगे।)

इन वाक्यों में आए Verbs shall have played, will have finished, will have danced और will have cut के Verb Form पर विचार करने से पता चलता है कि इनका Verb Form shall/will + have + V^3 है। ऐसे Verb Form में प्रयुक्त Verbs को Future Perfect Tense में होना समझा जाता है।

इस Tense के वाक्यों में Subject + Verb की बनावट होती है —

Subject + shall / will + have + V^3.

Note: हिंदी के वाक्यों में इस Tense की क्रियाओं के अंत में प्रायः चुकूँगा / चुकेंगे / चुकेगा / चुका रहेगा / चुकी रहेगी रहता है। ऐसे वाक्यों के अंग्रेजी अनुवाद में Subject के बाद shall/will + have + past participle of the main verb का प्रयोग होता है। उदाहरण के लिए ऊपर दिए गए वाक्यों को देखें और इस सारणी को ध्यान में रखें।

सारणी

Person	Subject in Singular Number	Subject in Plural Number
1st Person	I shall have eaten.	We shall have eaten.
2nd Person	You will have eaten.	You will have eaten.
3rd Person	He will have eaten.	They will have eaten.

Future Perfect Tense का प्रयोग—

इस Tense का प्रयोग ऐसे कार्य-व्यापार के लिए होता है, जो भविष्य में किसी निर्धारित समय तक समाप्त हो चुका रहेगा।

(a) I shall have finished the job by that time.
(मैं उस समय तक काम को समाप्त कर चुकूँगा।)

(b) He will have come by ten o'clock.
(वह दस बजे तक आ चुकेगा।)

(c) The patient will have died before the doctor comes.
(डॉक्टर के आने के पहले रोगी मर चुकेगा।)

Note: ध्यान दें कि शर्तवाले उपवाक्य में Simple Present Tense का प्रयोग हुआ है।

12. FUTURE PERFECT CONTINUOUS TENSE

इन वाक्यों को देखें—

(a) I shall have been playing from morning.
(मैं सुबह से खेलता रहूँगा।)

(b) We shall have been working from 2022.
(हमलोग 2022 ई० से काम करते रहेंगे।)

(c) She will have been waiting for five years.
(वह पाँच वर्षों से इंतजार करती रहेगी।)

(d) The boys will have been reading for an hour.
(लड़के एक घंटे से पढ़ते रहेंगे।)

(e) She will have been swimming.
(वह तैरती हुई रहेगी।)

इन वाक्यों में आए Verbs shall have been playing, shall have been working, will have been waiting, will have been reading और will have been swimming के Verb Form पर विचार करने से पता चलता है कि इनका Verb Form shall/will + have been + present participle है। ऐसे Verb Form को Future Perfect Continuous Tense में होना समझा जाता है।

इस Tense के वाक्यों में Subject + Verb की बनावट होती है—

Subject + shall/will + have been + V-ing.

Note: हिंदी के वाक्यों में इस Tense की क्रियाओं के अंत में ता रहूँगा/ती रहूँगी/ता रहेगा/ती रहेगी/ते रहेंगे/ते रहोगे रहता है और क्रियाओं के पहले Period of Time/Point of Time रहता है। जब क्रियाओं के पहले Period of Time/Point of Time नहीं रहता है, तब क्रियाओं के अंत में ता हुआ रहूँगा/ती हुई रहूँगी/

ते हुए रहेंगे/ते हुए रहोगे/ती हुई रहोगी/ता हुआ रहेगा/ती हुई रहेगी रहता है। ऐसे वाक्यों के अंग्रेजी अनुवाद के लिए Subject के बाद shall have been/will have been दिया जाता है और इसके बाद Main Verb का Present Participle Form. उदाहरण के लिए पिछले पृष्ठ पर दिए गए वाक्यों को देखें और अनुवाद के लिए इस सारणी को ध्यान में रखें।

सारणी

Person	Subject in Singular Number	Subject in Plural Number
1st Person	I shall have been eating.	We shall have been eating.
2nd Person	You will have been eating.	You will have been eating.
3rd Person	He will have been eating.	They will have been eating.

Note: Since का प्रयोग Future Tense के साथ नहीं होता है। इसके बदले from या कोई अन्य उपयुक्त preposition का प्रयोग होता है।

Future Perfect Continuous Tense का प्रयोग—

भविष्य में कुछ समय पूर्व से या किसी निर्धारित समय से या कुछ समय तक लगातार किसी कार्य-व्यापार के जारी रहने का बोध कराने के लिए इस Tense का प्रयोग होता है।

(a) By the end of this year I shall have been living here for five years.

(b) I shall have been working from morning.

(c) They will have been playing for ten days.

SOME SPECIAL NOTES ON THE TENSE

1. अब आप सभी Tenses के Verb Forms को एक साथ इस तालिका में देखें तथा विभिन्न Tenses में इनके रूप-परिवर्तन को ध्यान में रखें।

	Present Tense	Past Tense	Future Tense
Simple	am/is/are have/has go/goes	was/were had went	shall/will be shall/will have shall/will go
Progressive	am/is/are going	was/were going	shall/will be going
Perfect	have/has gone	had gone	shall/will have gone
Perfect Continuous	have/has been going	had been going	shall/will have been going

2. Verb 'to be', Verb 'to have' और 'to eat' के Verb Forms —

Infinitive without to	Simple Present	Simple Past	Past Participle	Present Participle
be	am/is/are	was/were	been	being
have	have/has	had	had	having
eat	eat/eats	ate	eaten	eating

EXERCISE 38

Direction: Rewrite each of the following sentences in eleven ways changing the verb form into other tenses.

Example:

(a) He is eating a mango.

Ans. He eats a mango.
He has eaten a mango.
He has been eating a mango.
He ate a mango.
He was eating a mango.
He had eaten a mango.
He had been eating a mango.
He will eat a mango.
He will be eating a mango.
He will have eaten a mango.
He will have been eating a mango.

1. I write a letter.
2. He has been working.
3. She was playing.
4. My father will teach me.
5. It will have been raining.
6. He and I do.

EXERCISE 39

Direction: Rewrite the following sentences using the correct verb form in the light of the hints given in the brackets.

Examples:

(a) I (read) a book. [Present Progressive]
Ans. — I am reading a book.

(b) He (sleep) then. [Future Progressive]
Ans. — He will be sleeping then.

(c) They (play) for two hours. [Present Perfect Continuous]
Ans. — They have been playing for two hours.

1. He (eat) rice. [Simple Present]
2. I (go) to school. [Present Progressive]
3. She (play). [Present Perfect]
4. It (rain) for an hour. [Present Perfect Continuous]
5. He (write) a letter. [Simple Past]

6. The boys (sing). [Past Progressive]
7. The children (sleep). [Past Perfect]
8. We (work) since morning. [Past Perfect Continuous]
9. I (help) you. [Simple Future]
10. You (wait) for her. [Future Progressive]
11. Ram (learn) the lesson by then. [Future Perfect]
12. The farmers (plough) the field. [Future Perfect Continuous]
13. The cat (drink) milk. [Simple Present]
14. Cats (drink) milk. [Simple Present]
15. Ram and Shyam (jump). [Present Progressive]
16. My mother (come). [Present Perfect]
17. They (sell) their car. [Simple Past]
18. He (come) soon. [Simple Future]
19. Sita (sing) since 10 o'clock. [Present Perfect Continuous]
20. She (buy) a frock tomorrow. [Simple Future]
21. They (quarrel). [Past Progressive]
22. She (post) the letter. [Simple Past]
23. I (learn) English for three years. [Past Perfect Continuous]
24. The poor man (beg). [Future Progressive]
25. The train (start) before I reached the station. [Past Perfect]
26. They (live) for ten years. [Future Perfect Continuous]
27. The patient (die) before the doctor comes. [Future Perfect]
28. They (fight) for years. [Past Perfect Continuous]
29. It (rain). [Past Progressive]
30. I (meet) him yesterday. [Simple Past]

EXERCISE 40

Direction: Same as in Exercise 39.

Examples:

(a) I (be) a good boy. [Simple Present]
Ans. — I am a good boy.

(b) They (be) farmers. [Simple Present]
Ans. — They are farmers.

(c) The girl (be) very beautiful. [Simple Past]
Ans. — The girl was very beautiful.

(d) My son (be) a doctor. [Simple Future]
Ans. — My son will be a doctor.

(e) She (have) a car. [Simple Present]
Ans. — She has a car.

(f) She (have) a good pen. [Simple Past]
Ans. — She had a good pen.

(g) I (have) money. [Simple Future]
Ans. — I shall have money.

(h) I (be) ill. [Present Perfect]
Ans. — I have been ill.

(i) I (be) late. [Present Progressive]
Ans. — I am being late.

(j) I (be) twenty next month. [Simple Future]
Ans. — I shall be twenty next month.

(k) She (see) me yesterday. [Simple Past]
Ans. — She saw me yesterday.

1. I (be) ready. [Simple Present]
2. You (be) a poor man. [Simple Present]
3. He (be) my father. [Simple Present]
4. Milk (be) sweet. [Simple Present]
5. The boys (be) late. [Simple Past]
6. She (be) innocent. [Simple Past]
7. We (be) present there. [Simple Future]
8. She (be) a nurse. [Simple Future]
9. He (be) always ready. [Present Perfect]
10. I (be) ill for ten days. [Present Perfect)
11. Two and two (be) four. [Simple Present]
12. I (be) ready. [Present Progressive]
13. The cow (have) two eyes. [Simple Present]
14. I (have) many friends. [Simple Present]
15. She (have) a golden ring. [Simple Present]
16. I (have) a ball. [Simple Past]
17. They (have) money. [Simple Past]
18. She (have) peace. [Simple Future]
19. My son (have) a bicycle. [Simple Future]
20. We (have) some bread. [Simple Past]
21. I (see) him yesterday. [Simple Past]
22. She (go) to school everyday. [Simple Present]
23. He (be) ill since Friday. [Present Perfect]
24. He (read) a novel. [Present Progressive]
25. She (teach) us for years. [Present Perfect Continuous]
26. My father (come) tomorrow. [Simple Future]
27. The patient (die) before the doctor came. [Past Perfect]
28. Oil (float) on water. [Simple Present]
29. My father (be) seventy next month. [Simple Future]
30. He (write) a letter now. [Present Progressive]

EXERCISE 41

Direction: Use the correct verb form in the following sentences, chosen from the ones given in the brackets.

Examples:

(a) The sun .... in the east. (is rising, rises)
(b) I .... to school everyday. (go, am going)
(c) He .... yesterday. (came, has come)
(d) My father .... tomorrow. (comes, will come)
(e) It .... for two hours. (is raining, has been raining)

Answer:

(a) The sun rises in the east.
(b) I go to school everyday.
(c) He came yesterday.
(d) My father will come tomorrow.
(e) It has been raining for two hours.

1. Cats .... milk. [are liking, like]
2. I .... my country. [love, am loving]
3. He .... to school everyday. [is going, goes]
4. I .... him last year. (meet, met)
5. We .... this film yesterday. [saw, have seen]
6. He .... here for ten years. [is living, has been living]
7. I always .... by bus. (go, went)
8. She .... a poem now. (is reading, reads)
9. He .... home yesterday. (went, has gone)
10. The earth .... round the sun. (moves, is moving)
11. The baby ...... because it is hungry now. (cries, is crying)
12. Mohan .... tomorrow. (will come, comes)
13. He .... for two hours. (is sleeping, had been sleeping)
14. She .... to them. (was coming, were coming)
15. The patient ....before the doctor came.(died, had died)
16. On Sundays, I .... to temple. (am going, go)
17. He .... all the mangoes. (has eaten, eats)
18. I .... good books. (love, am loving)
19. He .... me a pen yesterday. (gave, gives)
20. I .... ill for a month. (am, have been)
21. He .... school before the bell rang. (had reached, reached)
22. My brother .... today from Patna. (comes, is coming)
23. He .... a doctor. (will, will be)
24. The dog .... at me. (barks, barked)
25. They .... to Kashmir last year. (will go, went)

19. Changing into the Negative

Affirmative Sentence को Negative बनाने के लिए निम्नलिखित कुछ प्रमुख नियम हैं —

1. am, is, are, was, were, shall, will, do, does, did, can, could, may, might, must, should, would, ought, इत्यादि auxiliaries के बाद प्रायः not लगाकर वाक्य को Negative बनाया जाता है। जैसे —

Affirmative	*Negative*
I am ready.	I am not ready.
We are students.	We are not students.
He will come.	He will not come.
You should go.	You should not go.

2. have, has और had के बाद कहीं 'not' लगता है तो कहीं 'no'। अतः आपको इस संबंध में विशेष ध्यान देने की जरूरत है।

(a) जब have/has/had के तुरंत बाद Verb, Article, संख्यासूचक शब्द (one, two, many, any, etc) या परिमाणसूचक शब्द (much, any, etc) रहता है, तब have/has/had के बाद not लगाने से वाक्य Negative Sentence में परिवर्तित हो जाता है। जैसे —

Affirmative	*Negative*
I have eaten.	I have not eaten.
He had gone.	He had not gone.
Hari has two cars.	Hari has not two cars.
She has a cow.	She has not a cow.
I had much money.	I had not much money.

(b) जब have/has/had के तुरंत बाद Noun या Adjective of Quality (good, red, etc) रहता है, तब have/has/had के बाद no लगाने से वाक्य Negative Sentence में परिवर्तित हो जाता है। जैसे —

Affirmative	*Negative*
She has ink.	She has no ink.
They had cows.	They had no cows.
I have red pens.	I have no red pens.

3. eat, laugh, go, read, इत्यादि Ordinary Verbs हैं। जब ये Present Indefinite Tense में प्रयुक्त रहते हैं, तब इनके पहले do not/does not लगाकर वाक्यों को Negative Sentences में परिवर्तित किया जाता है। और, इस परिस्थिति में अगर Ordinary Verbs में पहले से -s या -es लगा

रहता है, तो वह -s या -es लुप्त हो जाता है। अर्थात्, Negative Sentences के Structures इस प्रकार हो जाते हैं —

I/We/You/They/Plural Noun + do not + V^1.

He/She/It/Singular Noun + does not + V^1.

Affirmative	*Negative*
I read.	I do not read.
He reads.	He does not read.
The cow eats.	The cow does not eat.
The cows eat.	The cows do not eat.
Ram plays.	Ram does not play.

Note: do not/does not लगाने के बाद V^1 का ही प्रयोग होता है, अर्थात् main verb में -s/es नहीं जुड़ता है।

4. जब वाक्यों में Ordinary Verbs का Past Tense यानी went, ate, laughed, इत्यादि प्रयुक्त रहता है, तब did not का प्रयोग कर वाक्यों को Negative Sentences में परिवर्तित किया जाता है। और, इस परिस्थिति में Ordinary Verbs का V^2 form V^1 form में परिवर्तित हो जाता है।

Affirmative	*Negative*
Subject + V^2	Subject + did not + V^1
I went.	I did not go.
He laughed.	He did not laugh.
They did.	They did not do.
The teacher taught us.	The teacher did not teach us.

EXERCISE 42

Direction: Change the following into negative sentences.

Examples:

(a) I can solve.	Ans. — I cannot solve.
(b) I have gold.	Ans. — I have no gold.
(c) He has come.	Ans. — He has not come.
(d) The boy weeps.	Ans. — The boy does not weep.
(e) They laughed.	Ans. — They did not laugh.

1. I am a farmer.
2. You are honest.
3. They were absent.
4. She will come soon.
5. We shall win the match.
6. You can defeat him.
7. It should be done.
8. You must go there.
9. He would come.
10. Ram is a poor farmer.
11. He is coming today.
12. She was dancing there.

13. He was beaten.
14. She must be a queen.
15. I shall be a doctor.
16. I have eaten.
17. He has been ill.
18. They had reached.
19. She has a car.
20. My son had an ink-pot.
21. The boy has six books.
22. The beggar had rice.
23. I have much gold.
24. They had two horses.
25. She has cows.
26. He had fever.
27. They have water.
28. I have good horses.
29. I have a good horse.
30. I have three good horses.
31. The boy has honesty.
32. We have freedom.
33. I have love for him.
34. She has golden watches.
35. They have good wine.
36. She will have peace.
37. My father had a red car.
38. My father had red cars.
39. She had blue eyes.
40. She has black ink.

EXERCISE 43

Direction: Change the following into negative sentences.

Examples:

(a) I know him. Ans. — I do not know him.
(b) She knows him. Ans. — She does not know him.
(c) Ram went there. Ans. — Ram did not go there.
(d) They laughed at me. Ans. — They did not laugh at me.

1. I love her.
2. We love India.
3. You know him.
4. She cares for you.
5. He reads at night.
6. Ram knows English.
7. They play football.
8. The boys go to school.
9. He came yesterday.
10. I did the work.
11. She loved me.
12. They ploughed the field.
13. He helped the beggar.
14. The teacher taught us.
15. My mother gave me sweets.
16. His brothers love him.
17. The players came in time.
18. She can sing a song.
19. I have toys.
20. The poor man had a cat.
21. They have been absent.
22. She had been playing.
23. They will be playing.
24. I shall have played.
25. He is trying to do.
26. I am to read.
27. He has to work.
28. It will be done.
29. She is being taught.
30. I was taught.

□

20. Changing into the Interrogative

Assertive Sentences को Interrogative Sentences में बदलने के लिए निम्नलिखित प्रमुख नियम हैं —

1. वाक्य में प्रयुक्त Auxiliary Verb को Subject के पहले रखने से वाक्य Interrogative Sentence में परिवर्तित हो जाता है। जैसे —

Assertive	*Interrogative*
He is ill.	Is he ill?
I have eaten.	Have I eaten?
She will dance today.	Will she dance today?
She should sing.	Should she sing?
She does not dance.	Does she not dance?
They did not come.	Did they not come?
I was not ready.	Was I not ready?

2. जब किसी वाक्य में Ordinary Verb Simple Present Tense में प्रयुक्त रहता है, तब Subject के पहले do/does का प्रयोग करके वाक्य को Interrogative Sentence में परिवर्तित किया जाता है। और, इस परिस्थिति में अगर Ordinary Verb में पहले से -s या -es लगा रहता है तो वह -s या -es लुप्त हो जाता है। अर्थात्, Interrogative Sentence का structure इस प्रकार हो जाता है —

Do + I / we / you / they / plural noun + V^1?

Does + he / she / it / singular noun + V^1?

Assertive	*Interrogative*
I play.	Do I play?
They know me.	Do they know me?
Ram laughs.	Does Ram laugh?
He eats.	Does he eat?
He loves me.	Does he love me?

3. जब किसी वाक्य में Ordinary Verb Simple Past Tense में प्रयुक्त रहता है, तब अभीष्ट वाक्य को Interrogative Sentence में परिवर्तित करने के लिए Subject के पहले did का प्रयोग किया जाता है और Subject के बाद प्रयुक्त Verb के V^2 form को V^1 form में परिवर्तित किया जाता है। इस परिस्थिति में Interrogative Sentence का Structure होता है —

Did + Subject + V^1?

Assertive	*Interrogative*
Subject + V^2	Did + Subject + V^1?
I went.	Did I go?
They won the match.	Did they win the match?
He killed a bird.	Did he kill a bird?
He did.	Did he do?

EXERCISE 44

Direction: Change the following into interrogative sentences —

Examples:

(a) She is working. Ans. — Is she working?
(b) You have no money. Ans. — Have you no money?
(c) You know English. Ans. — Do you know English?
(d) Sita dances well. Ans. — Does Sita dance well?
(e) We saw the Tajmahal. Ans. — Did we see the Tajmahal?

[A]

1. She is a good girl.
2. We can lift it.
3. They have arrived.
4. It has been raining.
5. They are doing nothing.
6. The robbers were cruel.
7. He was coming to me.
8. They had no friends.
9. The train had reached earlier.
10. Mohan had not been sleeping.
11. She will be our guide.
12. Sita will be dancing there.
13. We shall have danced.
14. I shall have been playing.
15. The child can walk fast.
16. I did not listen to him.
17. She does not know English.
18. Everyone should love his country.
19. There are twenty boys here.
20. It is not half past ten.
21. I must be here by ten o'clock.

22. My friend had no idea of it.
23. The poor girl has no money.
24. It will not rain today.

[B]

1. The cow eats grass.
2. Cows eat grass.
3. He wants to be a doctor.
4. I love everybody.
5. We often go to pictures.
6. You tell a lie.
7. She never cooks food.
8. Children love toys.
9. You cheated him.
10. Mukul wants to be a doctor.
11. Your brother needs your help.
12. These books helped me a lot.
13. I went there.
14. Mohaṇ came soon.
15. They played the match.
16. He wanted to be an engineer.
17. I never did that.
18. He cried out for help.
19. She lived in that house.
20. Her dress looks beautiful.
21. I wanted to see him.
22. She passed the examination.
23. These students get up early in the morning.
24. Mohan and Sohan saved the life of the poor girl.

USE OF QUESTION WORDS

इस Chapter में अभी तक जितने भी Interrogative Sentences की चर्चा हुई है, वे सभी किसी-न-किसी auxiliary से शुरू होते हैं। ऐसे Interrogative Sentences जो Auxiliaries से शुरू होते हैं, उनकी खास विशेषता यह है कि उनमें निहित प्रश्न का जवाब yes या no में दिया जा सकता है। अतः इन्हें yes-no questions कहते हैं। अब हम ऐसे Interrogative Sentences पर विचार करें जो Question words से शुरू होते हैं।

what, when, where, which, whose, whom, who, why, how, etc Question Words हैं।

1. यदि कोई Question Word या Question Word + Noun ही किसी वाक्य का Subject हो, तो अभीष्ट Interrogative sentence का structure होगा—

Question Word + Verb + अन्य पद ?
Question Word + Noun + Verb + अन्य पद ?

कौन आएगा ?	Who will come?
कौन तुम्हें पीटेगा ?	Who will beat you?
कौन तुम्हें जानता है ?	Who knows you?
किसने हवा को देखा है ?	Who has seen the wind?
कौन इस प्रश्न का उत्तर दे सकता है ?	Who can answer the question?
किसकी कलम लाल है ?	Whose pen is red?
किसकी गाय वहाँ चर रही है ?	Whose cow is grazing there?
कौन आदमी मेरी मदद करेगा ?	Which man will help me?
क्या गलत है ?	What is wrong?

2. यदि किसी वाक्य में Question Word या Question word + Noun वाक्य के Subject के रूप में प्रयुक्त नहीं हो, तो अभीष्ट Interrogative Sentence का structure होगा —

Question Word (+ Noun) + Yes-No Question

वह क्यों तैयार है ?	Why is he ready?
वह क्यों रो रहा है ?	Why is he weeping?
तुम कहाँ रहते हो ?	Where do you live?
वह कब सोती है ?	When does she sleep?
उसने क्या किया है ?	What has he done?
तुमने किसे पीटा ?	Whom did you beat?
वह कब आएगा ?	When will he come?
तुमने किस आदमी को पीटा ?	Which man did you beat?
मैं कैसे गलत हूँ ?	How am I wrong?
तुम किस वर्ग में पढ़ते हो ?	Which class do you read in?

EXERCISE 45

Direction: Using the question word given in the bracket frame questions to which the following may be suitable answers—

Examples:

(a) Ram reads in class VII. (What)
Ans.— What class does Ram read in?

(b) My mother came yesterday. (When)
Ans. — When did your mother come?

(c) He will buy four horses. (How many)
Ans. — How many horses will he buy?

(d) Ram killed Ravan. (Who)
Ans. — Who killed Ravan?

(e) The girl is six years old. (How old)
Ans. — How old is the girl?

(f) He came here for books. (Why)
Ans. — Why did he come here?

(g) I have four cows. (How many)
Ans. — How many cows have you?

(h) This is Mohan's dog. (Whose)
Ans. — Whose dog is this?

1. My name is Mukul. (What)
2. My father is a doctor. (What)
3. I live at Gaya. (Where)
4. The cow eats grass. (What)
5. He gets up at 5 o'clock in the morning. (When)
6. He is weeping for milk. (What)
7. The boys are playing cricket. (What)
8. They are going to school. (Where)
9. My father has gone to the office. (Where)
10. He killed a bird. (What)
11. She came a month ago. (When)
12. The children made noises for sweets. (Why)
13. He went to Agra. (Where)
14. They bought four horses. (How many)
15. He was playing in the room. (Where)
16. She will come tomorrow. (When)
17. He will be a doctor. (What)
18. I shall go to America. (Where)
19. She dances very beautifully. (How)
20. She taught my son. (Who)
21. I beat the wicked boy. (Whom)
22. The train starts at 10 o'clock. (When)

23. Birds love to fly here and there. (What)
24. The hunter shot the lion. (Who)
25. The match will start now. (When)

EXERCISE 46

Direction: Same as in Exercise 45.

1. Raju and Vinay are my friends. (Who)
2. They are students. (What)
3. It is Monday today. (What day)
4. She has four sons. (How many sons)
5. There are 400 students in this school. (How many)
6. This is Mohan's dog. (Whose dog)
7. The wall is ten feet high. (How high)
8. I am ten minutes late. (How late)
9. He eats five mangoes everyday. (How many mangoes)
10. My son is ten years old. (How old)
11. He wants this book. (Which book)
12. John broke Mohan's window. (Whose window)
13. My mother gave me sweets. (Who)
14. My mother gave me sweets. (What)
15. The cat has two eyes. (How many eyes)
16. He had nothing in his pocket. (What)
17. This will help you. (What)
18. My watch was lost. (What)
19. My son stood first. (Whose son)
20. Ram loves his mother very much. (Who)
21. Ram loves his mother very much. (How much)
22. He saw a thief last night. (What)
23. He saw a thief last night. (When)
24. Hari does not like cats. (Who)
25. Hari does not like cats. (What)

□

21. Subject-Verb Agreement

Subject और Verb के बीच तालमेल (agreement) आवश्यक है। अर्थात् Verb का वही Number और Person होता है जो उसके Subject का होता है। इसलिए किसी वाक्य में Verb का प्रयोग करने के पहले यह जानना आवश्यक हो जाता है कि उसके Subject का Number और Person क्या है। इसके लिए यहाँ कुछ नियम बताए जा रहे हैं, जिन्हें आप ध्यान से समझें।

1. जब Noun के अंत में -s/es लगता है तब वह Plural हो जाता है, परंतु जब Verb के अंत में -s/es लगता है तब वह Singular हो जाता है। अर्थात्,

Noun + s/es = Plural

Verb + s/es = Singular

इस तालिका को समझें —

Noun		Verb	
Singular	*Plural*	*Plural*	*Singular*
cow	cows	go	goes
boy	boys	do	does
bench	benches	eat	eats

इस प्रकार यह स्पष्ट है कि Verb का मूल रूप हमेशा Plural Number में रहता है; जब उसमें -s/es जुड़ता है तब वह Singular हो जाता है।

2. Singular Subject के साथ Singular Verb का प्रयोग होता है और Plural Subject के साथ Plural Verb का प्रयोग होता है। जैसे —

Sing. Sub. + Sing. Verb	*Plu. Sub. + Plu. Verb*
The boy reads.	The boys read.
The cow gives milk.	Cows give milk.
This pen is red.	These pens are red.
My brother is a doctor.	My brothers are doctors.
He was going.	They were going.
She was ready.	They were ready.

Note 1. I Singular है, परंतु इसके साथ Plural Verb (have, eat, laugh, run, etc) का प्रयोग होता है। जैसे —

I have a dog.
I have been sleeping.
I have eaten.
I love my friends.

Note 2. You का प्रयोग Singular Noun के बदले में भी होता है और Plural Noun के बदले में भी, परन्तु दोनों ही परिस्थितियों में इसके साथ Plural Verb का ही प्रयोग होता है। जैसे —

You are a student.
You are students.
You were my friend.
You were my friends.

3. यदि वाक्य में Subject के रूप में या वाक्य के Subject में each, every, either, neither, one, everyone, anyone, no one, someone, somebody, nobody, much, a little, little, इत्यादि प्रयुक्त रहें, तो Verb Singular Number में प्रयुक्त होगा। जैसे —

Each boy has a pen.
Each of them is guilty.
Everyone was present.
Either way is safe.
No one is ready to go.
Nobody was there.
Much has been said on this.
Every boy and girl was awarded.

4. both, many, several, few, a few, these, those, two, three, four, etc से Plural Number का बोध होता है। अतः वाक्य के Subject के रूप में या वाक्य के Subject में यदि ये प्रयुक्त रहें, तो Verb Plural Number में प्रयुक्त होगा। जैसे —

Both of them are guilty.
Many boys are there.
Several apples were rotten.
A few persons are honest.
Those are your books.
Three cows are grazing there.

5. यदि किसी वाक्य का Subject as well as, along with, together with, with, and not, like, unlike, including, excluding, but, except या besides के द्वारा joint रहे, तो वाक्य का Verb इन शब्दों के पहले प्रयुक्त होनेवाले पद के अनुसार Singular या Plural होगा। जैसे —

He as well as his children is honest.
I as well as they am ready to go there.
All the players, with the captain, are present in the ground.
He, and not I, has done it.
He along with his friends is coming today.

6. यदि वाक्य के Subject में प्रयुक्त दो या दो से अधिक Nouns/Pronouns को or, nor, either ... or या neither ... nor से अलग किया जाए, तो Verb अपने से सबसे नजदीक आनेवाले Noun/Pronoun के अनुसार प्रयुक्त होगा। जैसे —

Either you or he is guilty.
Neither he nor I am guilty.
Are you or he to blame?
You or he is to blame.
Either Ram or his friends are guilty.

7. कुछ वाक्यों में Subject की बनावट इस प्रकार रहती है —

Noun + Preposition + Noun + ……

the cow of Ram	the boys of this school
the cows of Ram	the water of these rivers

ऐसे वाक्यों में Verb का प्रयोग प्रथम Noun के अनुसार होता है। जैसे —

The cow of Ram is ill.

The cows of Ram are ill.

The water of these rivers is dirty.

8. यदि वाक्य का Subject कोई ऐसा Noun हो जिससे निश्चित दूरी, समय, मात्रा, रकम या वजन का बोध होता हो, तो Plural रहने पर भी ऐसे Subjects के साथ Singular Verbs का प्रयोग होता है, क्योंकि उनसे संख्या का बोध न होकर निश्चित मात्रा, माप या परिमाण का बोध होता है। जैसे —

Forty miles is a long distance to walk.

Ten rupees was given to me.

Ten hours is enough for the work.

Five tons of coal is needed for the work.

9. जब दो अंक and से संयुक्त रहते हैं, तब उनके लिए प्रयुक्त Verb प्रायः Singular Number में ही रहता है। जैसे —

Two and two is four.

10. यदि वाक्य का Subject 'The + Adjective' हो, तो Verb Plural होगा। जैसे —

The poor are honest.	The old are helpless.
The rich are happy.	The blind have their own way.

11. कुछ ऐसे Singular Nouns हैं जो and से जुड़े रहते हैं और प्रयोग में बराबर एक साथ आते हैं, मानों एक Noun दूसरे का जोड़ा हो। ऐसे वाक्यों का Verb सदा Singular रहता है क्योंकि उनसे एक ही वस्तु, भाव-विशेष का बोध होता है, अलग-अलग दो वस्तुओं का नहीं। जैसे —

Rice and curry is my favourite dish.

Bread and butter is a rich food.

Slow and steady wins the race.

अपवाद : इस वाक्य में Verb Plural Number में प्रयुक्त हुआ है —

Time and tide wait for none.

12. There से आरंभ होनेवाले वाक्यों के Verbs उनके असली Subjects के अनुसार प्रयुक्त होते हैं, जो वाक्यों में there के बाद प्रयुक्त रहते हैं। जैसे —

There is a boy.

There are boys.
There is no book in the box.
There are no books in the box.

13. कुछ ऐसे विषय, बीमारी, खेल, किताब, देश और शहर के नाम हैं जिनके अंत में s लगा रहता है, फिर भी इनके साथ Singular Verbs का ही प्रयोग होता है। ये हैं —

बीमारियों के नाम — measles, mumps, etc.
खेलों के नाम — billiards, darts, etc.
विषयों के नाम — mathematics, physics, phonetics, statistics, linguistics, etc.
देश और शहर के नाम — Wales, Athens, The United States, etc.
Measles is a dangerous disease.
Mathematics is not an easy subject.
The United States is a great country.
Lamb's Tales from Shakespeare is an interesting book.

EXERCISE 47

Direction: Fill in the blanks with suitable verbs choosing from the brackets—

Examples:

(a) You, he and I ...... friends. (am, are) Ans. — are
(b) Each of the boys .... come. (have, has) Ans. — has
(c) Every book .... on the table. (is, are) Ans. — is
(d) Several boys .... bicycles. (has, have) Ans. — have
(e) Either of you .... wrong. (is, are) Ans. — is
(f) Many students .... absent. (is, are) Ans. — are
(g) I along with my friends ...going. (was, were) Ans. — was
(h) Either he or I .... mistaken. (is, am) Ans. — am
(i) Each boy and girl .... come. (has, have) Ans. — has
(j) Neither the boys nor the teacher .... present. (was, were) Ans. — was

1. You and he .... present. (was, were)
2. The students .... slept. (has,have)
3. Those houses .... new. (were, was)
4. Every child .... a toy. (has, have)
5. Every man and woman .... equal right. (has, have)
6. Each of them .... rewarded. (was, were)
7. Either boy .... guilty. (is, are)

8. Either of the girls .... present. (was, were)
9. Neither book .... useful. (is, are)
10. Neither of them .... innocent. (was, were)
11. Everyone .... pleased there. (was, were)
12. No one .... absent in the class. (was, were)
13. Someone .... stolen my pen. (have, has)
14. Only a little water .... there. (was, were)
15. Several boys .... playing. (is, are)
16. Many mangoes .... not sweet. (is, are)
17. A few books .... useful. (is, are)
18. Few persons .... there. (were, was)
19. I as well as my father .... this. (know, knows)
20. She as well as I .... going there. (is, am)
21. He along with his friends .... arrived. (have, has)
22. Neither you nor he .... guilty. (is, are)
23. Either Ram or his friends .... done this. (have, has)
24. She or her sisters .... done it. (has, have)
25. Either she or I .... to win. (is, am)

EXERCISE 48

Direction: Fill in the blanks with suitable verbs choosing from the brackets—

Examples:

(a) The cow of Ram .... black. (is, are) Ans. — is
(b) The cows of Ram .... black. (is, are) Ans. — are
(c) Fifty miles .... a long distance. (is, are) Ans. — is
(d) Five rupees .... a small amount. (is, are) Ans. — is
(e) Ten plus ten .... twenty. (is, are) Ans. — is
(f) The poor .... honest. (is, are) Ans. — are
(g) There .... seven boys there. (is, are) Ans. — are
(h) Physics .... an interesting subject. (is, are) Ans. — is
(i) Rice and curry .... a good meal. (is, are) Ans. — is
(j) The United States ... a great country. (is, are) Ans. — is

1. The water of these rivers .... dirty. (is, are)
2. The eyes of the elephant .... small. (is, are)
3. The books on the table .... mine. (is, are)
4. The colour of these flowers .... bright. (is, are)
5. Ten kilos of sugar .... needed. (is, are)
6. Sixty miles .... a long distance. (is, are)

7. Five hundred rupees .... paid to me. (was, were)
8. Five and five .... ten. (is, are)
9. Ten times five .... fifty. (is, are)
10. Ten hours .... not enough for this. (is, are)
11. The blind .... helpless. (is, are)
12. The rich .... proud. (is, are)
13. There ....a pen in his pocket. (is, are)
14. There .... two pens in his pocket. (is, are)
15. There .... a boy and a girl there. (was, were)
16. Bread and butter .... a rich food. (is, are)
17. Mathematics .... an interesting subject. (is, are)
18. The teeth of the boy .... white. (is, are)
19. She, and not I, ... wrong. (is, am)
20. The people of this village .... happy. (is, are)
21. Each of the boys .... intelligent. (is, are)
22. You as well as he .... guilty. (is, are)
23. Either he or I .... mistaken. (is, am)
24. Neither of them .... present. (was, were)
25. You and I .... neighbours. (am, are)

□

22. Infinitive, Gerund and Participle

1. Infinitive: Infinitive क्रिया का धातु रूप है, जिसपर वाक्य के Subject के Number और Person का कोई प्रभाव नहीं पड़ता। सामान्यतया Infinitive के शुरू में particle 'to' लगा रहता है, जैसे — to go, to run, to laugh, etc और वाक्य में इसका अपना कोई Subject नहीं होता।

इन वाक्यों पर विचार करें —

I want to go.

The boy wants to go.

The boys want to go.

इन वाक्यों में 'to go" एक Infinitive है। वाक्यों के Subjects (I, The boy और The boys) का इसपर कोई प्रभाव नहीं है। Subjects के Number और Person बदलने पर भी प्रयुक्त Infinitive के रूप में कोई परिवर्तन नहीं हुआ है। पुनः, यहाँ एक बात और ध्यान देने योग्य है कि ऊपर के वाक्यों में प्रयुक्त Infinitive 'to go' का अपना कोई Subject नहीं है। I, The boy और The boys क्रमशः want, wants और want के Subjects हैं, to go के नहीं। 'to go' यहाँ एक object के रूप में प्रयुक्त हुआ है।

Note: Infinitive का प्रयोग Object के अलावा Subject और Complement के रूप में भी होता है।

2. Bare Infinitive: Infinitive में particle 'to' लगा रहता है। परंतु कुछ Verbs ऐसे हैं जिनके बाद Infinitive without to का प्रयोग होता है। ऐसे Infinitives 'without to' को Bare Infinitives कहते हैं। इन वाक्यों को देखें —

I made him laugh.

He heard them cry.

We watched him play.

I let her go home.

यहाँ ऊपर दिए गए वाक्यों में प्रयुक्त laugh, cry, play और go ऐसे Infinitives हैं, जिनके पहले to प्रयुक्त नहीं है। अतः इन्हें यहाँ प्रयोग के हिसाब से Bare Infinitives कहेंगे।

3. आगे ऊपर दिए गए वाक्यों में Full Infinitives (to walk, to play, to run, to dance, etc) और Bare Infinitives (weep, cry, dance, etc) के प्रयोग को देखें —

To walk is an exercise.
Children like ***to play.***
It is yet ***to decide.***
She is about ***to dance.***
We eat ***to live.***
It is easy ***to solve.***
I have no house ***to live*** in.

She made him ***weep.***
I heard him ***cry.***
I can ***go.***
We shall ***dance.***
He does nothing but ***play.***
Let him ***do*** this.
She bade me ***go.***

GERUND

1. जब Verb + ing का प्रयोग Noun की तरह होता है, तब उसे Gerund कहा जाता है। इन वाक्यों में मोटे अक्षरों में छपे शब्द Gerunds हैं —

Walking is an exercise.
I like ***reading*** stories.
He is fond of ***playing*** cricket.
Saying is easy but ***doing*** is difficult.
My hobby is ***dancing.***

Note 1. Gerund एक Noun की तरह किसी वाक्य में Subject, Object या Complement के रूप में प्रयुक्त होता है, अर्थात् किसी वाक्य में Gerund वहाँ प्रयुक्त होता है, जहाँ एक Noun प्रयुक्त होना चाहिए। इसे समझने के लिए Noun और Gerund के तुलनात्मक प्रयोग पर विचार करें —

(a) ***Tea*** is bad for health. (Tea — Noun)
Smoking is bad for health. (Smoking — Gerund)
(b) I love ***toys.*** (toys — Noun)
I love ***dancing.*** (dancing — Gerund)
(c) ***Friendship*** is a ***boon.*** (Friendship/boon — Noun)
Seeing is ***believing.*** (Seeing/believing — Gerund)
(d) I am fond of ***sweets.*** (sweets — Noun)
I am fond of ***travelling.*** (travelling — Gerund)

Note 2. जब Verb + ing का प्रयोग Verb की तरह हो, तब उसे हम Gerund नहीं कहेंगे। जैसे, इन वाक्यों में V + ing Gerund नहीं है —

I am dancing.
She is smoking.

PARTICIPLE

Participle के मुख्यतः दो भेद हैं —

(a) Present Participle [Verb + ing], जैसे —
playing, eating, dancing, laughing, etc.
(b) Past Participle [Verb + d/ed या अन्य उपयुक्त रूप], जैसे —
played, eaten, gone, burnt, given, etc.

Uses of the Participle:

1. Present Participle की मदद से Progressive Tense तथा Past Participle की मदद से Perfect Tense और Passive Voice बनाए जाते हैं। जैसे —

I am *playing.*
They were *working.*
He was *beaten.*

She has *gone.*
He had *reached.*
The chair was *broken.*

2. Present Participle तथा Past Participle का प्रयोग सामान्य Adjective की तरह भी होता है और इस स्थिति में ये अपने बाद आनेवाले Noun को modify करते हैं, जैसे —

The child has a *smiling* face.
We have no *drinking* water.

This is a *boiled* egg.
He is a *retired* teacher.

उपर्युक्त वाक्यों में smiling, drinking, boiled और retired Participles हैं तथा ये Adjective की तरह प्रयुक्त हुए हैं। ये Adjective की तरह प्रयुक्त हुए हैं, इस तथ्य की पुष्टि के लिए हम इन वाक्यों को पुनः लिख रहे हैं जिनमें smiling, boiled, drinking और retired के स्थान पर क्रमशः beautiful, good, pure और noble Adjectives प्रयुक्त हुए हैं।

The child has a ***beautiful*** face.
We have no ***pure*** water.

This is a ***good*** egg.
He is a ***noble*** teacher.

Note: ऊपर दिए गए तथ्यों से स्पष्ट है कि Participle Verb का वह रूप है जो Progressive या Perfect Tense बनाने में मदद करता है तथा विभिन्न वाक्यों में Adjective के रूप में भी प्रयुक्त होता है।

Confusion दूर करें —

Gerund और Present Participle दोनों का एक ही रूप है — Verb + ing. इसलिए कभी-कभी विद्यार्थीगण भ्रम में पड़ जाते हैं कि वाक्य में प्रयुक्त Verb + ing का प्रयोग Gerund के रूप में हुआ है या Present Participle के रूप में। ऐसी स्थिति में आप इनके प्रयोग को देखें। अगर Verb + ing का प्रयोग एक Noun के रूप में हुआ है तब इसे Gerund कहेंगे। अगर Verb + ing का प्रयोग Continuous Tense बनाने में या एक Adjective के रूप में हुआ है तब इसे Participle कहेंगे। जैसे —

My hobby is dancing.	(dancing = Noun = Gerund)
I am dancing.	(dancing = Verb = Participle)
He is my dancing partner.	(dancing = Adjective = Participle)
I don't like drinking.	(drinking = Noun = Gerund)
He is drinking.	(drinking = Verb = Participle)
There is no drinking water.	(drinking = Adjective = Participle)

Exercise 49

Direction: Pick out the infinitives in the following sentences.

Examples:	*Ans.*
(a) I want to go.	to go
(b) To sleep is necessary.	to sleep
(c) I am too tired to run.	to run
(d) She made me laugh.	laugh
(e) I shall help her.	help

1. She wants to help me.
2. It is about to rain.
3. To walk is an exercise.
4. I had to work.
5. Are you to go now?
6. To steal is very bad.
7. He wishes to succeed.
8. I have no house to live in.
9. It is easy to solve.
10. Children like to play.
11. He came to help me.
12. She made me laugh.
13. I heard him cry.
14. I can do.
15. Give me a book to read.
16. To see is to believe.
17. They let her go.
18. I saw him sleep.
19. He does nothing but play.
20. Teach me to dance.

EXERCISE 50

Direction: Pick out the gerunds in the following sentences.

Examples:	*Ans.*
(a) I like playing cricket.	playing
(b) Drinking is a bad thing.	drinking
(c) Stop crying.	crying
(d) I am fond of hunting.	hunting
(e) My hobby is dancing.	dancing
(f) He enjoys flying kites.	flying
(g) He went on laughing.	laughing

1. Swimming is an exercise.
2. Smoking is a bad habit.
3. Children love playing.
4. I like reading stories.
5. I am tired of doing this job.
6. She will learn dancing.
7. I am fond of playing cricket.
8. It stopped raining.
9. Reading makes a man perfect.
10. I think of going there.
11. He stopped talking.
12. Old men love walking.
13. I love eating mangoes.
14. I hate borrowing money.
15. Please go on writing.
16. Seeing is believing.
17. Thank you for helping me.
18. Try to avoid quarrelling.
19. Eating much is bad.
20. It is no use waiting here.

EXERCISE 51

Direction: Pick out the participles in the following sentences.

Examples:	*Ans.*
(a) I am reading a book.	reading
(b) He has lost his pen.	lost
(c) He was beaten.	beaten
(d) Don't jump off the running train.	running
(e) The police found the stolen articles.	stolen

1. He was playing.
2. She is eating.
3. He has returned.
4. The work was done.
5. They were awarded.
6. This is a boiled egg.
7. This is the broken chair.
8. It is a burning issue.
9. He was satisfied.
10. He is an amusing man.
11. He played a loosing game.

12. He was a drunken person.
13. There were many burnt houses.
14. This is an interesting story.
15. He is a tired man.
16. Here is a broken window.
17. He had a loaded pistol.
18. He is a retired officer.
19. Don't disturb the sleeping child.
20. It is an admitted fact.

EXERCISE 52

Direction: Pick out the infinitives, gerunds and participles in the following examples—

Examples:	*Ans.*
(a) I want to go there.	to go — infinitive
(b) To smoke is a bad habit.	to smoke — infinitive
(c) Walking is an exercise.	walking — gerund
(d) I like playing cricket.	playing — gerund
(e) Look at the running dog.	running — participle
(f) I saw a dying man.	dying — participle
(g) He was taught English.	taught — participle

1. I wanted to help you.
2. I heard her weep.
3. He made me laugh.
4. To tell lies is not good.
5. I enjoy flying kites.
6. I dislike drinking.
7. He went on talking.
8. Running water is clear.
9. These are solved examples.
10. Gardening is a hobby.
11. Sleeping is necessary to life.
12. It is easy to write a letter.
13. A barking dog seldom bites.
14. I found my lost pen.
15. He is a good looking man.
16. He was not satisfied.
17. I hope to succeed.
18. She is fond of dancing.
19. She was my dancing partner.
20. She was dancing.

□

Rice sells at Rs. 10 a kilo. ~ चावल दस रुपये किलो की दर से बिकता है।
Sita is at school. ~ सीता स्कूल में है।
Mohan is good at football. ~ मोहन फुटबॉल में अच्छा है।
They are at work. ~ वे लोग काम पर हैं।

7. **Before:** से पहले, के पहले, के सामने

A comes before B. ~ A, B के पहले आता है।
I will come before Holi. ~ मैं होली से पहले आऊँगा।
June comes before July. ~ जून जुलाई के पहले आता है।
He stood before the judge. ~ वह जज के सामने खड़ा था।

8. **Behind:** के पीछे

He hid behind the tree. ~ वह पेड़ के पीछे छिप गया।

9. **Below:** के नीचे

Please don't write below this line. ~ कृपया इस पंक्ति के नीचे नहीं लिखें।
They were below twenty. ~ वे लोग बीस के नीचे थे।

10. **Beside and Besides:** Beside का अर्थ है — बगल में, समीप या बाहर और इससे स्थान का बोध होता है। Besides का अर्थ है — अतिरिक्त (in addition to), अलावा।

She was sitting beside her mother. ~ वह अपनी माँ की बगल में बैठी हुई थी।

She had no one besides her mother. ~ माँ के अलावा उसका कोई नहीं था।

11. **But:** except, को छोड़कर, के अतिरिक्त

All but one were drowned. ~ एक को छोड़कर सभी डूब गए।

12. **By:** से / द्वारा, के पास, तक / में (साधन, समीपता, समय इत्यादि का बोध)

This book has been written by me. ~ यह पुस्तक मेरे द्वारा लिखी गई है।
May I pay by cheque? ~ क्या मैं चेक से भुगतान कर सकता हूँ?
He came by bus. ~ वह बस से आया।
Come and sit by me. ~ आओ और मेरे पास बैठो।
The house is by the big tree. ~ घर बड़े पेड़ के पास है।
Finish it by 4 o'clock. ~ चार बजे तक इसे पूरा करो।
It is 10 o'clock by my watch. ~ मेरी घड़ी में दस बजा है।

13. **For:** के लिए, की ओर, से (period of time), में / के बदले

This is for you. ~ यह तुम्हारे लिए है।

He came here for money. ~ वह पैसे के लिए यहाँ आया।

Is this train for Delhi? ~ क्या यह गाड़ी दिल्ली के लिए है?

It has been raining for two hours. ~ दो घंटों से वर्षा हो रही है।

I bought the pen for Rs. 5. ~ मैंने पाँच रुपये में कलम खरीदी।

14. **From:** से (स्थान से अलग होने का भाव, समय का भाव, स्रोत का भाव, इत्यादि)

He has come from Patna. ~ वह पटना से आया है।

He was blind from birth. ~ वह जन्म से अंधा था।

These lines are from the Bible. ~ ये पंक्तियाँ बाइबल से ली गई हैं।

We make curd from milk. ~ हमलोग दूध से दही बनाते हैं।

15. **In:** में [बड़े स्थान, समय, स्थिरता (के भीतर), पोशाक, पेशा, इत्यादि का भाव दर्शाने में]

He lives in India. ~ वह भारत में रहता है।

I play in the morning. ~ मैं सुबह में खेलता हूँ।

She is in the room. ~ वह कमरे में है।

She was in sari. ~ वह साड़ी में थी।

He is in the army. ~ वह सेना में है।

What is in your mind? ~ तुम्हारे दिमाग में क्या है?

16. **Into:** में (बाहर से भीतर की ओर जाने का भाव, एक वस्तु से दूसरी वस्तु में बदलने का भाव, इत्यादि)

He came into my room. ~ वह मेरे कमरे में आया।

Heat turns water into vapour. ~ गर्मी पानी को वाष्प में परिवर्तित करती है।

17. **Of:** का/की/के (संबंध/अधिकार, माप/तौल, material, अंश, कारण, इत्यादि का बोध)

Ram was the son of Dashratha. ~ राम दशरथ के पुत्र थे।

He bought a kilo of sugar. ~ उसने एक किलो चीनी खरीदी।

This is made of wood. ~ यह लकड़ी का बना है।

He is a member of the team. ~ वह दल का सदस्य है।

He died of cholera. ~ वह हैजा के कारण मरा।

I know nothing of him. ~ मैं उसके बारे में कुछ नहीं जानता हूँ।

18. **On:** पर (वस्तु या व्यक्ति से सटा हुआ — स्थान का भाव), को (समय का भाव)

Put the book on the table. ~ किताब को टेबुल पर रखो।

They are sitting on the grass. ~ वे लोग घास पर बैठे हैं।

He came on Monday. ~ वह सोमवार को आया।

They went on 10th April. ~ वे 10 अप्रैल को गए।

19. Over: के ऊपर (सटा या छूता हुआ नहीं), से ऊपर/अधिक

There was an umbrella over his head. ~ उसके सिर के ऊपर एक छाता था।

He is over sixty. ~ वे साठ से ऊपर के हैं।

There is a bridge over the river. ~ नदी के ऊपर एक पुल है।

20. Since: से (point of time के पहले)

He has been absent since Monday. ~ वह सोमवार से अनुपस्थित है।

21. To: की ओर, बाकी (समय का भाव), इत्यादि

I am going to school. ~ मैं स्कूल जा रहा हूँ।

It is ten to five. ~ पाँच बजने में दस मिनट बाकी है।

22. Under: के नीचे, से कम

The cat was under the table. ~ बिल्ली टेबुल के नीचे थी।

She is under eighteen. ~ वह 18 से कम की है।

23. With: के साथ, से, द्वारा

He plays with his friend. ~ वह अपने दोस्त के साथ खेलता है।

I write with a pen. ~ मैं कलम से लिखता हूँ।

He cut the apple with a knife. ~ उसने सेब को चाकू से काटा।

I am always with you. ~ मैं हमेशा तुम्हारे साथ हूँ।

He was with a bag. ~ वह बैग के साथ था।

24. Within: के अंदर

He will come within an hour. ~ वह एक घंटे के अंदर आएगा।

25. Without: के बिना

The pen is without a nib. ~ कलम बिना निब की है।

We can't live without food. ~ हमलोग भोजन के बिना नहीं रह सकते।

SOME SPECIAL HINTS

1. At & In: जहाँ At का संबंध small extent of space/time से है वहीं In का संबंध wider extent of space/time से है। जैसे —

He lives at Salempur.

He lives in Patna/Bihar/India.

I will start at seven o'clock in the morning.

2. In & Into: जहाँ In किसी चीज के भीतर स्थिरता या विश्राम को सूचित करता है, वहीं Into बाहर से भीतर आने की गति को सूचित करता है। जैसे —

The frog is in the well. (विश्राम)
The frog fell into the well. (गति)

3. With & By: किसी कार्य को संपादित करने के लिए जहाँ कोई प्रयुक्त उपकरणों (tools) या भौतिक वस्तुओं (material instruments) के पहले With का प्रयोग किया जाता है, वहीं agent or doer (जो प्रायः मनुष्य या भाववाचक संज्ञा रहता है) के पहले By का प्रयोग किया जाता है। जैसे —

He was beaten with a stick.
He was beaten by his teacher.
The letter was written by him with a pen.

4. Since & From: Future Tense में Point of Time के पहले Since का प्रयोग नहीं होता है, इसके बदले From का प्रयोग होता है। जैसे —

I shall have been doing this from January.
I shall be absent from Monday.

5. (a) जब Intransitive Verb के बाद कोई Noun/Pronoun आता है, तब Verb और Noun/Pronoun के बीच में एक Preposition अवश्य आता है। जैसे —

He is going to Patna.
I depend on him.

(b) जब Transitive Verb के बाद कोई Noun/Pronoun आता है, तब Verb और Noun/Pronoun के बीच में Preposition नहीं आता है। जैसे —

She loves me.
I know him very well.
He reads a book.
The child is drinking milk.
The poet describes Nature.
We should obey our elders.

WORDS FOLLOWED BY APPROPRIATE PREPOSITIONS

Prepositions का प्रयोग करने में सावधानी बरतने की आवश्यकता होती है, क्योंकि अंग्रेजी में अनेक ऐसे शब्द हैं, जिनके साथ किसी खास Preposition का प्रयोग होता है। कुछ शब्दों के साथ भिन्न अर्थों में भिन्न-भिन्न Prepositions का प्रयोग किया जाता है। अतः किसी शब्द के साथ Preposition लगाने से पहले यह ध्यान दें कि अभीष्ट शब्द जिस अर्थ/भाव के लिए प्रयुक्त हो रहा है उसके लिए कोई खास Preposition है कि नहीं। अगर है तो उस खास Preposition का प्रयोग करना वहाँ आवश्यक होगा। जैसे —

1. He lives in India. (वह भारत में रहता है।)

2. He lives at Hajipur. (वह हाजीपुर में रहता है।)
3. Man can live on milk diet. (दुग्ध-आहार पर मनुष्य जीवित रह सकता है।)
4. We should live by honest labour. (हमलोगों को परिश्रम की कमाई खानी चाहिए।)

अब हम कुछ शब्द और उनके साथ प्रयुक्त होनेवाले Appropriate Prepositions दे रहे हैं, जिन्हें ध्यान से पढ़ें और समझें —

1. According to: You should do according to the rules.
2. Afraid of: I am not afraid of ghosts.
3. Agree with (a person): I agree with you.
4. Agree to (a proposal): I do not agree to your proposal.
5. Agree on (a point): We all agree on this point.

   (Note: We agree with a person; we agree to a proposal; we agree on a point.)
6. Angry with (a person): The teacher was angry with me.
7. Angry at (something): The teacher was angry at my mistake.

   (Note: We feel angry with a person at something.)
8. Apply to a person: She applied to the Principal.
9. Apply for something: She applied for three days' leave.

   (Note: We apply to a person for something.)
10. Ashamed of: I am ashamed of my failure.
11. Belong to: This book belongs to me.
12. Blind of (the eye): He is blind of one eye.
13. Blind to (one's fault): He is blind to his son's fault.
14. Care for: You must care for your health. (care as a verb)
15. Care of: You must take care of your health. (care as a noun)
16. Busy with: He is busy with his work.
17. Congratulate on: He congratulated me on my success.
18. Consist of: Our family consists of five members.
19. Close to: He is very close to me.
20. Deal in (something): He deals in rice.
21. Deal with (a person): We should deal with our friends sincerely.
22. Die of: He died of cholera.
23. Faithful to: The dog is always faithful to his master.

24. Fond of: I am fond of sweets.
25. Full of: The pot is full of water.
26. Hope for: I hope for success.
27. Good at: Ravi is good at cricket.
28. Good to: He is good to me.
29. Interest in: I have deep interest in music.
30. Jealous of: He is jealous of me.
31. Junior to: Sita is junior to me.
32. Key to: Hard work is key to success.
33. Kind to: We should be kind to the animals
34. Laugh at: Don't laugh at the poor.
35. Listen to: He is listening to the radio.
36. Live on: The cow lives on grass.
37. Look after: My mother looks after me.
38. Look at: Look at the blackboard.
39. Married to: Sita was married to Ram.
40. Obliged to/for: I shall be obliged to you for this.
41. Prefer to: I prefer coffee to tea.
42. Pray to: We pray to God everyday.
43. Proud of: I am proud of my brother.
44. Rich in: Jharkhand is rich in minerals.
45. Run after: He runs after money.
46. Reply to: I have replied to these letters.
47. Satisfied with: I am satisfied with you.
48. Sorry for: I am sorry for my mistakes.
49. Superior to: My pen is superior to your pen.
50. Sure of: I am sure of your success.
51. Taste for: I have no taste for music.
52. Thankful to/for: I am thankful to you for your help.
53. Tired of: I am tired of work.
54. True to: I am true to my word.
55. Wait for: I am waiting for Father.

Vocabulary: 1. according to — के अनुसार, 2. afraid of — भयभीत, ghost — भूत, 3. agree — सहमत, सहमत होना, 4. proposal — प्रस्ताव, 5. point — बिंदु, 8. apply — आवेदन करना, 10. ashamed — लज्जित, 11. belong — से संबंध रखना, 13. blind — अंधा, faults — खामियाँ, 14. care (v) — ध्यान रखना, 15. care (n) — ध्यान, 17. congratulate — बधाई देना,

success — सफलता, 18. consist — (से, का) बना होना, 19. close — घनिष्ठ, 20. deal — व्यापार करना, 21. deal — वर्ताव करना, 23. faithful — वफादार, निष्ठावान, 24. fond — प्रिय, 29. interest — रुचि, 30. jealous — ईर्ष्यालु, 32. key — कुंजी, 36. live — जीवित रहना, 37. look after — देखभाल करना, 38. look — देखना, 40. obliged — आभारी, 41. prefer — (अधिक) चाहना, तरजीह देना, 43. proud — गर्वित, 45. run after — के पीछे पड़ा रहना, 46. reply — जवाब देना, 47. satisfied — संतुष्ट, 48. sorry — दुखी, 49. superior — बेहतर, 50. sure — आश्वस्त, 51. taste — स्वाद, रुचि, झुकाव, 52. thankful — कृतज्ञ, एहसानमंद, 53. tired — थका हुआ, 54. true — सच्चा, निष्ठावान, निष्कपट, 55. wait — इंतजार करना।

EXAMPLES WORKED OUT

[A] *Direction: Fill in the blanks with suitable prepositions.*

1. He lives …… Bihar. (in, at, on)
2. I live …… Arrah. (in, at, on)
3. The fan is …… my head. (on, at, over)
4. He is writing …… a pen. (by, with, from)
5. There is a book …… the table. (at, on, over)
6. She bought it …… Rs. 10. (for, on, with)
7. The book was written …… him. (with, from, by)
8. He jumped …… the river. (in, into, on)
9. He came …… train. (with, on, by)
10. What is the time …… your watch? (by, in, with)
11. He is sitting …… the room. (in, at, on)
12. He came here …… Monday. (since, on, at)
13. He came …… 5 o'clock. (since, on, at)
14. I was born …… 1980. (at, on, in)
15. He is …… Ravi and Gopi. (among, between, in)

Ans. 1. in, 2. at, 3. over, 4. with, 5. on, 6. for, 7. by, 8. into, 9. by, 10. by, 11. in, 12. on, 13. at, 14. in, 15. between.

[B] *Direction: Fill in the blanks with suitable prepositions.*

1. He came …… 6 o'clock …… the evening.
2. The child fell …… the well.
3. He has a hat …… his head.
4. Sita is …… school.
5. C comes …… D.
6. I go to school …… bus.
7. It has been raining …… five hours.

8. She has been sleeping ...... morning.
9. We make curd ...... milk.
10. We play ...... the evening.
11. The chair is made ...... wood.
12. I don't agree ...... you.
13. This book belongs ...... me.
14. He is junior ...... me.
15. They are tired ...... work.
16. Please listen ...... me.
17. Why are you laughing ...... him?
18. My teacher is very kind ...... me.
19. He cut the apple ...... a knife.
20. He was born ...... 10th July ...... 1970.

Ans. 1. at, in, 2. into, 3. on, 4. at, 5. before, 6. by, 7. for, 8. since, 9. from, 10. in, 11. of, 12. with, 13. to, 14. to, 15. of, 16. to, 17. at, 18. to, 19. with, 20. on, in.

EXERCISE 53

Direction: Fill in the blanks with suitable prepositions.

1. I do not know ...... him. (about, for)
2. It is ...... ten o'clock. (of, about)
3. The sky is ...... the earth. (on, above)
4. November comes ...... October. (after, before)
5. July comes ...... August. (after, before)
6. The mangoes were divided ...... my two sons.
(among, between)
7. The mangoes were divided ...... my four sons.
(among, between)
8. He will come ...... the morning. (in, at)
9. He came ...... 7 o'clock. (in, at)
10. She lives ...... Nepal. (in, at)
11. Rice sells ...... Rs. 12/- a kilo. (at, by)
12. My son is good ...... cricket. (in, at)
13. The work was done ...... him. (at, by)
14. He killed the bird ...... a stone. (with, by)
15. What is the time ...... your watch? (in, by)
16. He came ...... bus. (by, on)
17. This frock is ...... my sister. (about, for)

18. I have been running ...... an hour. (since, for)
19. She has been running ...... 8 o'clock. (since, for)
20. I bought the bicycle ...... Rs. 500. (at, for)

EXERCISE 54

Direction: Fill in the blanks with suitable prepositions.

1. He has come ...... Patna. (in, from)
2. What is he doing ...... the room? (at, in)
3. My brother is ...... the Navy. (at, in)
4. She jumped ...... the river. (in, into)
5. He was swimming ...... the river. (in, into)
6. She was sitting ...... her sister. (beside, besides)
7. What is ...... the box? (in, at)
8. The book is ...... the box. (in, at)
9. This box is made ...... steel. (from, of)
10. He hid ...... the tree. (on, behind)
11. Give me a kilo ...... rice. (of, at)
12. She died ...... cholera. (of, from)
13. He is a member ...... my team. (of, at)
14. I am not ...... her. (besides, against)
15. He will come ...... Monday. (at, on)
16. Stand up ...... the bench. (at, on)
17. All ...... one were killed. (in, but)
18. There was an umbrella ...... my head. (over, on)
19. It is five ...... eleven. (to, by)
20. The cat was ...... the table. (under, over)

EXERCISE 55

Direction: Fill in the blanks with suitable prepositions.

1. She is writing ...... a pen. (by, with)
2. She was taught ...... me. (by, to)
3. He will come ...... a month. (for, within)
4. She cut the apple ...... a knife. (by, with)
5. Can you live ...... air? (without, with)
6. The letter was written ...... him ...... a pen. (with, on, by)
7. You should do according ...... the rules. (by, to)
8. I am proud ...... my son. (with, of)
9. I am not satisfied ...... your work. (with, by)
10. I agree ...... you ...... that point. (on, with, to)

11. You should take care ...... your health. (at, of)
12. The merchant deals ...... rice. (in, with)
13. She has no taste ...... music. (of, for)
14. He has not replied ...... my letter. (to, by)
15. I am fond ...... music. (of, to)
16. She was married ...... my cousin. (to, with)
17. Who are you waiting ...... ? (for, of)
18. This book consists ...... 100 pages. (with, of)
19. I am not jealous ...... you. (for, of)
20. Early rising is key ...... my good health. (of, to)

EXERCISE 56

Direction: Fill in the blanks with suitable prepositions.

1. You should not laugh ...... him.
2. I am senior ...... you.
3. I prefer milk ...... tea.
4. She is good ...... English.
5. I congratulated him ...... his success.
6. You should be ashamed ...... your conduct.
7. What are you afraid ......?
8. I pray ...... God everyday.
9. He is angry ...... me ...... my behaviour.
10. She is tired ...... work.
11. I am true ...... my word.
12. I am sorry ...... this.
13. Why is she close ...... you?
14. Please listen ...... me.
15. She is obliged ...... you for your help.
16. Are you sure ...... your success?
17. The rich man runs ...... money.
18. He has applied ...... the Principal ...... leave.
19. This car belongs ...... my uncle.
20. I don't care ...... her.

EXERCISE 57

Direction: Fill in the blanks with suitable prepositions.

1. Mr Gupta is blind ...... one eye.
2. Can man live ...... grass?

3. I am not interested ...... music.
4. You should give ...... smoking.
5. Look ...... the blackboard.
6. I bought this hat ...... ten rupees.
7. I will go ...... Patna ...... car.
8. Wait ...... me. Don't go ...... me.
9. May I pay ...... cheque?
10. The fact is known ...... me.
11. It is now six minutes ...... ten.
12. The train is ...... to start.
13. No one writes to me ...... you.
14. What can I do ...... you?
15. He spoke ...... me ...... the evening.
16. He was blind ...... birth.
17. The train starts ...... Patna and goes ...... Delhi.
18. I am thankful ...... you ...... your help.
19. The vegetables were cut ...... Mother ...... a knife.
20. I am interested ...... chess but I am not good ...... it.

□

24. Punctuation and the Use of Capital Letters

किसी भी भाषा में Punctuation का महत्वपूर्ण स्थान होता है। किसी sentence या passage में अर्थ की स्पष्टता या समुचित विराम के लिए निर्धारित चिह्नों के प्रयोग की विधि को Punctuation कहते हैं। Punctuation Marks की सहायता से वाक्यों को पढ़ने, बोलने और उनके अर्थ समझने में सुगमता होती है।

अंग्रेजी में मुख्य Punctuation Marks इस प्रकार हैं —

1. Full Stop (.)
2. Comma (,)
3. Semicolon (;)
4. Colon (:)
5. Question Mark (?)
6. Exclamation Mark (!)
7. Hyphen (-)
8. Dash (—)
9. Apostrophe (')
10. Inverted Commas (" ......") या ('......')

अब इन चिह्नों और इनके प्रयोग पर विचार करें।

1. Full Stop (.)

1. Interrogative, Optative और Exclamatory Sentences को छोड़कर किसी भी तरह के पूर्ण वाक्य के अंत में Full Stop का प्रयोग होता है। जैसे —

He is a boy.
Go there.
Don't do this.
He asked me what my name was.

2. Abbreviations और Initial letters के बाद Full Stop का प्रयोग होता है। जैसे —

B.A. B.D.O. Nov. L.P. School
M.A. M.L.A. Dec. N.C.C. Officer
Ph.D. U.S.A. R.S.S. T. K. Jha

3. आजकल Dr, Mr, Mrs, St (Saint) के बाद Full Stop का प्रयोग नहीं होता है, क्योंकि अब ये पूरे शब्द की भाँति प्रयुक्त होते हैं, संक्षिप्त शब्द की भाँति नहीं।

4. 1st, 2nd, 3rd इत्यादि के बाद Full Stop का प्रयोग नहीं होता है।

5. अगर कोई वाक्य Abbreviation से अंत होता है, तो वाक्य के अंत में एक ही Full Stop दिया जाता है, दो नहीं। जैसे —

He is an I.A.S.	He is an S.D.O.
I am an M.A.	Come at 5 p.m.

2. Comma (,)

Comma थोड़े ठहराव का सूचक है। इसके कुछ मुख्य प्रयोग इस प्रकार हैं —

1. अगर वाक्य में एक ही Part of Speech के दो या दो से अधिक शब्द एक के बाद एक आएँ तो उनके बीच Comma दिया जाएगा, जैसा कि इन उदाहरणों से स्पष्ट है।

Ram, Mohan, Sohan and Gopal are my friends.
He is tall, gentle and handsome.
He is always eating, drinking and dancing.

2. जब किसी शब्द को दोहराया जाता है, तब उसके बीच Comma का प्रयोग होता है।

Go, go; I don't need you. Try, try again.

3. वाक्य में प्रयुक्त Apposition पद के पहले और बाद में Comma का प्रयोग किया जाता है। इस प्रकार Apposition पद दो Commas के बीच में आ जाता है। जैसे —

I, Ram, am a student.
Rajendra Prasad, the first President of India, was a great man.
He, the son of a rich man, is very proud.

4. कुछ वाक्यों में words of address का प्रयोग रहता है। अगर words of address वाक्य के शुरू में रहता है, तो ठीक इसके बाद Comma लगता है। अगर words of address वाक्य के अंत में रहता है, तो Comma ठीक इसके पहले लगता है। अगर वाक्य के बीच में words of address रहता है, तो इसकी दोनों बगल Comma का प्रयोग होता है। जैसे —

Mohan, where are you going?
Get out, Ram.
May I go out, Sir?
What are you doing, boys?
I know, Suresh, that only you can do this.

5. कभी-कभी वाक्य के बीच में बाहर से words/phrases/clauses को रख दिया जाता है जिसे अगर निकाल भी दिया जाए तो वाक्य के construction में कोई अंतर नहीं आता है। ऐसे words/phrases/clauses की दोनों तरफ Commas का प्रयोग किया जाता है। जैसे —

He, however, passed the examination.
I, therefore, request you to grant me leave.
He is, after all, my friend.
You will, I hope, agree with me.

6. Yes/No के बाद comma का प्रयोग होता है, अगर इसके बाद कोई वाक्य आता है। जैसे —

Yes, I will help you.
No, you can't.

7. चिट्ठियों में अभिवादन (salutation) और विदाई (words of leave-taking) के बाद Comma दिया जाता है। जैसे —

Dear Suresh,	Yours faithfully,
Dear Mother,	Yours truly,

8. Question Tag को Main Clause से अलग करने के लिए Comma का प्रयोग होता है। जैसे —

You will go tomorrow, won't you?
He is ready, isn't he?
She cannot do, can she?

9. वाक्य में प्रयुक्त Direct Speech को वाक्य के शेष भाग से अलग करने के लिए Comma का प्रयोग किया जाता है। जैसे —

He said, "I am ready."
"I don't know her," she said.
"You know," said she, "that I don't like him."

Note: अगर Direct Speech में Question/Exclamation रहे और उसके बाद Reporting Verb आए, तो अभीष्ट Direct Speech के बाद Comma का प्रयोग नहीं होगा। जैसे —

"Where are you going?" he asked me.
"Well done!" he said.

3. Semicolon (;)

1. Comma का प्रयोग वहाँ होता है, जहाँ कम ठहराव की जरूरत पड़ती है। Full Stop का प्रयोग वहाँ होता है, जहाँ अधिक ठहराव की जरूरत पड़ती है। वहीं Semicolon का प्रयोग वहाँ होता है, जहाँ Comma से कुछ अधिक और Full Stop से कुछ कम ठहराव की जरूरत पड़ती है।

2. Semicolon का प्रयोग वहाँ होता है, जहाँ Full Stop का प्रयोग हो सकता है। लेकिन यदि हम विभिन्न Principal Clauses को बिना linking word के एक ही वाक्य में प्रयोग करना चाहें ताकि अभीष्ट विचार अधिक तीव्रता से एक साथ स्पष्ट हो सके, तो ऐसे Clauses को Semicolon से जोड़ा जाएगा; जैसे —

Come early; go early.
Honesty is the best policy; it inspires us with greater confidence.

4. Colon (:)

1. Colon का प्रयोग किसी सूची (list) या उदाहरण (example) को आरंभ करने के लिए होता है। जैसे —

The following words are nouns: cat, cow, boy and girl.
I want the following: books, pens and notebooks.

2. Direct Speech तथा Quotation के पहले Colon का प्रयोग किया जाता है। जैसे —

He said: "I will do it."
Shakespeare said: "Sweet are the uses of adversity."

3. Dialogue में वक्ता के नाम के बाद Colon का प्रयोग होता है। जैसे —

Teacher: What are you doing?
Ram: Sir, I am doing my lesson.

4. जब किसी शब्द के बाद उसका definition या description देना होता है, तब उस शब्द के बाद Colon दिया जाता है। जैसे —

Noun: A noun is a naming word.
Albatross: A large white seabird with long wings.

5. Question Mark (?)

1. Interrogative Sentence के अंत में Question Mark का प्रयोग होता है। जैसे —

Who are you?
What is your name?
He said to me, "What are you doing?"

Note: Indirect question के बाद Full Stop का प्रयोग होता है, Question Mark का नहीं। जैसे —

He asked me what my name was.
I don't know who he was.

2. Question Tag के बाद Question Mark का प्रयोग होता है। जैसे —

You are going tomorrow, aren't you?

6. Exclamation Mark (!)

1. Optative Sentence और Exclamatory Sentence के अंत में Exclamation Mark का प्रयोग होता है। जैसे —

May God help you!
What a beautiful scene it is!
How lovely she looks!

2. Interjections/Phrases/Sentences जिनसे आकस्मिक भाव व्यक्त होता है, उनके बाद Exclamation Mark का प्रयोग होता है। जैसे —

Alas!
Oh!
Nonsense!
Hello!
Oh! Enough!
Well done!

7. Hyphen (-)

1. अगर किसी वाक्य का कोई शब्द पंक्ति के अंत में जगह के अभाव के कारण पूरा नहीं आता है, तो उस अपूर्ण शब्द के बाद Hyphen दिया जाता है और उस शब्द के शेष भाग को अगली पंक्ति के आरंभ में लिखा जाता हैं।

(a) dog, cow, bag, box, ox जैसे एक syllable वाले शब्दों को divide नहीं किया जाता। इन्हें जहाँ भी लिखें, पूरा लिखें। Hyphen की मदद से दो lines में न लिखें।

(b) पंक्ति के अंत में किसी शब्द का केवल एक अक्षर लिखकर या एक अक्षर छोड़कर Hyphen कभी न दें। जैसे — grammar को g-rammar या gramma-r नहीं लिखें।

(c) किसी शब्द का syllable पूरा हो जाने के बाद ही Hyphen दें। जैसे—beau-ti-ful, im-me-di-ate. अगर beautiful वाक्य के अंत में लिखना हो और पूरा न आए तो beau के बाद Hyphen दें या beauti के बाद Hyphen दें।

2. 21 से 99 तक के compound numbers को शब्दों में लिखने के लिए Hyphen का प्रयोग किया जाता है। जैसे —

21 = twenty-one
62 = sixty-two
89 = eighty-nine
431 = four hundred and thirty-one
855 = eight hundred and fifty-five
5153 = five thousand, one hundred and fifty-three

3. यदि Prefix के लगने से कोई vowel लगातार दो बार आ जाता है, तो अभीष्ट Prefix के बाद Hyphen दिया जाता है। जैसे —

co-operation, re-elect, pre-eminent.

4. अंग्रेजी में बहुत सारे compound और complex words हैं, जिनके formation में Hyphen का प्रयोग होता है। जैसे —

sister-in-law, brother-in-law, a five-rupee note, a one-eyed man, Vice-President, non-violence, mid-June, ex-M.L.A., Ex-Principal.

8. Dash (—)

1. कभी-कभी जहाँ Colon का प्रयोग किया जा सकता है वहाँ Dash का प्रयोग किया जाता है। list of things, examples या वाक्य में पहले कही हुई बातों के बाद अगर उस संबंध में कोई explanation / illustration / statement देना होता है, तो Dash का प्रयोग किया जाता है। जैसे —

I want the following — ten notebooks, two pens, four pencils and one ink-pot.

2. दो संख्याओं के बीच Dash का प्रयोग दी हुई प्रथम और अंतिम संख्या के बीच की लुप्त संख्या या संख्याओं को सूचित करने के लिए किया जाता है। जैसे —

1970 — 1980	(1970 से 1980 तक)
Chapters I–XI	(एक से ग्यारह तक)
PP 10–100	(पृष्ठ 10 से पृष्ठ 100 तक)

3. Quotation के प्रारंभ में Dash का प्रयोग किया जाता है। जैसे — The teacher said — "Honesty is the best policy."

9. Apostrophe (')

1. Contractions (संक्षिप्त शब्दों) में लुप्त अक्षर या संख्या के स्थान पर Apostrophe का प्रयोग किया जाता है। जैसे —

Ma'am — for Madam
can't — for cannot
aren't — for are not
I'm — for I am
I' ll — for I will
It's — for it is
o'clock — for of the clock
'82 — for 1982

2. Noun के Possessive Form में Apostrophe का प्रयोग होता है। जैसे — Ram's cow, the cow's milk, the boys' names.

3. संख्या तथा अक्षरों को Plural बनाने में 's का प्रयोग होता है। जैसे —

Add four 3's and the result is 12.
Your t's and 1's look alike.

Note: संख्या यदि शब्दों में लिखी जाती है, तो उसका plural -s/es लगाकर बनाया जाता है, 's लगाकर नहीं। जैसे —

Sachin hit three fours and two sixes.

10. Inverted Commas

Inverted Commas को Quotation Marks भी कहा जाता है। Inverted Commas single ('......') भी हो सकते हैं और double ("......") भी। आप दोनों में से किसी एक का प्रयोग कर सकते हैं। इनके मुख्य प्रयोग इस प्रकार हैं —

1. Inverted Commas का प्रयोग Quotation और Direct Speech को घेरने के लिए किया जाता है। जैसे —

He said, "What are you doing?"
Shakespeare says, "Sweet are the uses of adversity."

2. Inverted Commas का प्रयोग पुस्तक, कहानी, कविता, लेख, अखबार आदि के नामों के साथ भी होता है। जैसे —

Have you read "Hamlet"?
'Ode on Solitude' is a famous poem.

3. वाक्य में प्रयुक्त ऐसे words/phrases को भी Inverted Commas के भीतर रखा जाता है, जिनपर विशेष ध्यान (special attention) देने की जरूरत है या जो context में unusual है। जैसे —

The word 'please' is a very useful word.

4. अगर Quotation के भीतर भी Quotation हो, तो भीतरी Quotation के लिए वैसे Inverted Commas का प्रयोग करते हैं जैसा Main Quotation के लिए नहीं किया गया है। जैसे —

He asked me, "Have you read 'Hamlet'?"
He asked me, 'Have you read "Hamlet"?'

The Use of Capital Letters

Capital Letters के प्रयोग इस प्रकार हैं —

1. प्रत्येक वाक्य का पहला अक्षर Capital Letter से लिखा जाता है। जैसे —

He is my brother.
What are you doing?
Take the medicine in time.

2. Poem की प्रत्येक पंक्ति का पहला अक्षर Capital Letter से लिखा जाता है। जैसे —

She dwelt among the untrodden ways
Beside the Springs of Dove;
A maid whom there were none to praise
And very few to love.

Note: बहुत-से आधुनिक कवि अब इस नियम को नहीं मानते।

3. Inverted Commas के अंदर शुरू होनेवाले प्रत्येक वाक्य का पहला अक्षर Capital Letter से लिखा जाता है। जैसे —

He said to me, "What do you want?"
"She is ill," said her mother to the doctor.

अगर Direct Speech / Quotation में प्रयुक्त एक ही वाक्य दो या दो से अधिक भागों में बँटा हो, तो केवल पहले भाग का पहला अक्षर Capital letter से लिखा जाएगा। जैसे —

"I am your friend," said he, "so you should help me."

4. किसी व्यक्ति के नाम में प्रयुक्त प्रत्येक शब्द का पहला अक्षर Capital होता है। जैसे —

Ram Kumar Singh, Gopi Mehta, Asha Kumari, Lucy, John.

5. किसी व्यक्ति के नाम के पहले आनेवाले title का पहला अक्षर Capital होता है। जैसे —

Mr	Sir	Dr	Lt.
Mrs	Miss	Prof	Col.

6. गाँव, शहर, राज्य, देश, महादेश इत्यादि के नामों का पहला अक्षर Capital होता है। जैसे —

Chamanpur	Patna	Bihar	India	Asia
Sheohar	Ranchi	Punjab	Nepal	Africa

7. पहाड़, नदी, ट्रेन, जहाज आदि के नामों का पहला अक्षर Capital होता है। जैसे —

The Himalayas	The Toofan Express	The Vikrant
The Ganges	The Taj Express	The Sagar Samrat

8. पुस्तक, नाटक, समाचारपत्र, पत्रिका आदि के नामों में प्रयुक्त सभी शब्दों का पहला अक्षर Capital होता है। सिर्फ Article, Conjunction या Preposition बीच में आएँ, तो वे small letters से लिखे जाएँगे। जैसे —

The Ramayana, The Times of India, Pratiyogita Kiran, etc.

9. story, poem, report, article या chapter of a book के title में प्रयुक्त सभी शब्दों का पहला अक्षर Capital होता है। सिर्फ Article, Conjunction या Preposition बीच में आएँ, तो वे small letters से लिखे जाएँगे। जैसे —

Ode on Solitude, Gandhiji as a World Citizen, etc.

10. दिन, महीना, भाषा, समुदाय, धर्म, त्योहार आदि के नामों का पहला अक्षर Capital होता है। जैसे —

Sunday, March, Hindi, Holi, Diwali, Muslim, etc.

11. Political Parties के नाम का प्रत्येक शब्द Capital से शुरू होता है। जैसे —

the Congress Party	the Socialist Party	the B.J.P.
the Janata Party	the Muslim League	the C.P.I.

12. ऐतिहासिक घटनाओं में आए प्रत्येक शब्द का पहला अक्षर Capital होता है। जैसे —

Independence Day   French Revolution   World War I
Republic Day   the Middle Ages   the Battle of Panipat

13. पदवी (title) और ओहदा (designation) में प्रयुक्त प्रत्येक शब्द का पहला अक्षर Capital होता है। जैसे —

Chief Minister   Chief Justice   Principal
Prime Minister   District Magistrate   Headmaster

14. Proper Noun से बने शब्दों का पहला अक्षर Capital होता है। जैसे —

Indian   American   Bihari   British
Russian   Japanese   Punjabi   Greek

15. अधिकांश Abbreviations में प्रयुक्त प्रत्येक letter को Capital से लिखा जाता है। जैसे —

B.D.O.   B.A.   M.L.A.   U.N.O.
I.A.S.   M.A.   M.P.   U.S.A.

Note: (a) जब abbreviation में एक से अधिक letters संयुक्त रहता है, तब केवल पहला letter Capital होता है, जैसा कि इन उदाहरणों से स्पष्ट है—

I.Sc.   M.Sc.   Ph.D.   B.Sc.

(b) कुछ abbreviations small letters से भी लिखे जाते हैं। जैसे —

a.m.   p.m.   e.g.   etc   m.p.h.

16. Pronoun I, Interjection O तथा Personified word का पहला letter Capital से लिखा जाता है। जैसे —

He knew that I was not there.
O that she were alive!
O death! Come soon.

17. अगर God का प्रयोग सर्वशक्तिमान ईश्वर के लिए हो, तो God और उनके लिए प्रयुक्त Pronoun (He/Him/His) एवं अन्य शब्दों का पहला अक्षर Capital Letter से लिखा जाएगा। जैसे —

None can challenge God.   God is the Father of fathers.
God is Almighty.   God is kind to His creatures.

Note: अगर God का प्रयोग देवता के लिए हो, तो God और उनके लिए प्रयुक्त Pronouns Capital Letters से आरंभ नहीं होंगे। जैसे —

The god of fire will burn you if you don't obey him.

18. जब Father / Mother / Uncle / Aunt से वक्ता के अपने Father/

Mother / Uncle / Aunt का बोध हो और इनके पहले कोई Determiner (the, your, my, his, etc) प्रयुक्त न रहे, यानी इनका प्रयोग Proper Noun की तरह हो, तब इनका पहला अक्षर Capital Letter से लिखा जाएगा। इनके पहले Determiners प्रयुक्त रहने पर इन्हें small letter से लिखा जाएगा। जैसे—

Father agreed but Mother didn't.
I am waiting for Uncle and Aunt.
My father is very poor.
When is your uncle / aunt / mother / father coming?

EXAMPLES WORKED OUT

Direction: Punctuate the following, using capital letters where necessary—

1. My father is a bdo
2. sita gita and leela are dancing
3. try try again
4. i mohan am a student
5. where are you going mohan
6. he is after all my brother
7. yes i am ready to help you
8. you are ready arent you
9. he said i am ready
10. the following words are nouns cow dog cat boy and girl
11. may god help you
12. what a beautiful place it is
13. alas my cat is dead
14. my father in law is sixty two years old
15. i cant help rams brother
16. he said to me what is your name
17. i know dr suman and prof mathur
18. the ganges is a holy river of india
19. i read the ramayana everyday
20. have you read ode on solitude
21. i shall come in march
22. we must believe in god
23. i am waiting for father
24. i love my father very much

Answers:

1. My father is a B.D.O.
2. Sita, Gita and Leela are dancing.

3. Try, try again.
4. I, Mohan, am a student.
5. Where are you going, Mohan?
6. He is, after all, my brother.
7. Yes, I am ready to help you.
8. You are ready, aren't you?
9. He said, "I am ready."
10. The following words are nouns: cow, dog, cat, boy and girl.
11. May God help you!
12. What a beautiful place it is!
13. Alas! My cat is dead.
14. My father-in-law is sixty-two years old.
15. I can't help Ram's brother.
16. He said to me, "What is your name?"
17. I know Dr Suman and Prof Mathur.
18. The Ganges is a holy river of India.
19. I read the Ramayana everyday.
20. Have you read 'Ode on Solitude'?
21. I shall come in March.
22. We must believe in God.
23. I am waiting for Father.
24. I love my father very much.

EXERCISE 58

Direction: Punctuate the following, using capital letters where necessary—

1. r l mishra is an mla
2. i am a ba
3. i dont like mohan sohan ravi and manoj
4. try try again for success
5. jawaharlal nehru the first prime minister of india was a great man
6. she the daughter of a rich man is very proud
7. i sohan promise to help you
8. mohan you should help me
9. what are you doing here my son
10. i love you suresh
11. i therefore request you to help me
12. he is i think not a good man
13. no you cant stay here

14. she is tall isnt she
15. she said to me what is your name
16. come early go early
17. i need the following a cup tea water and sugar
18. pronoun a pronoun stands for a noun
19. who is miss lata
20. may you die of cholera
21. what a dark night it is
22. well done i am proud of you
23. my sister in law is an ma
24. i cant do without your cooperation
25. i need twenty five rupees
26. arent you rams brother
27. the teacher said who can define the word determiner
28. where is ram going with his father

EXERCISE 59

Direction: Punctuate the following, using capital letters where necessary—

1. i know mr john and mrs call
2. he said to me do you know dr kapoor
3. mount everest is the highest peak of the himalayas
4. people worship the ganges in india
5. have you read as you like it
6. he will come on the first sunday of january
7. some indians know both hindi and urdu
8. when does the prime minister arrive here
9. who is the main leader of the congress party
10. god is kind to his children
11. why has father not come yet
12. i think uncle will like it
13. i think my father will not like it
14. a hindu celebrates deepawali with great joy
15. have you seen the wind is a beautiful poem
16. the play as you like it has been written by shakespeare
17. the teacher said god is almighty
18. we celebrate the independence day every year
19. the word excuse me is a very popular word
20. our vice president is an ex mp

□

25. Voice

Voice: Voice किसी वाक्य में प्रयुक्त verb का वह रूप है जो यह दिखाता है कि या तो कर्ता कुछ करता है या स्वयं कर्ता पर ही कुछ घटित होता है। Voice दो प्रकार के होते हैं —

1. Active Voice
2. Passive Voice

1. Active Voice: यदि किसी वाक्य का कर्ता क्रिया का संपादन करता है, तो उस वाक्य में प्रयुक्त Verb को Active Voice में होना समझा जाता है।

A verb is said to be in the active voice when its form shows that the person or thing denoted by the subject does something.

2. Passive Voice: यदि वाक्य का कर्ता सक्रिय नहीं है, क्रिया का संपादन नहीं करता है, बल्कि क्रिया उसी पर संपादित होती है, तो प्रयुक्त Verb को Passive Voice में होना समझा जाता है।

A verb is said to be in the passive voice when its form shows that something is done to the person or thing denoted by the subject.

अर्थात्

यदि Subject doer है, तो Verb Active Voice में

यदि Subject receiver of the action है, तो Verb Passive Voice में

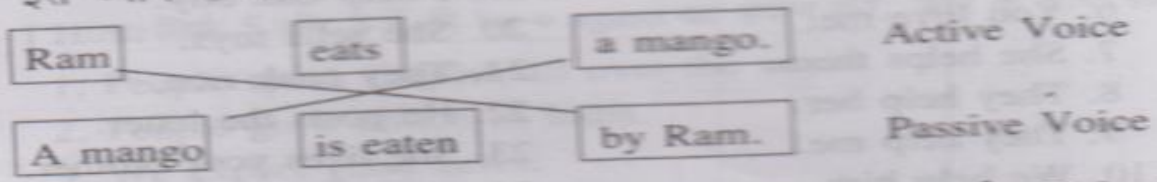
इन वाक्यों पर विचार करें —

1. Ram teaches.	राम पढ़ाता है।
2. Ram is taught.	राम को पढ़ाया जाता है।

यहाँ प्रथम वाक्य में राम पढ़ाने का काम करता है अर्थात् वह doer (काम करनेवाला) है। अतः प्रयुक्त Verb 'teaches' Active Voice में हुआ। दूसरे वाक्य में राम कुछ करता नहीं है, बल्कि उसी पर पढ़ाने का काम संपादित होता है। यहाँ Ram doer नहीं है। अतः प्रयुक्त verb 'is taught' Passive Voice में हुआ।

Active Voice को Passive Voice में बदलने का नियम

इसे ध्यान से देखें और समझें —



Voice का interchanging करते वक्त Active Verb के Object को Passive Verb का Subject बना दिया जाता है और Active Verb के Subject को Passive Verb का agent बना दिया जाता है। अगर यह agent वाक्य के अर्थ/भाव को स्पष्ट करने के लिए आवश्यक हुआ तो इसे clause/sentence के अंत में by या अन्य उपयुक्त preposition लगाकर रख दिया जाता है, अन्यथा इसका लोप कर दिया जाता है। विशेष ध्यान Verb पर देने की जरूरत होती है।

Active Verb को Passive में बदलने के लिए अभीष्ट Main Verb को Past Participle Tense में बदला जाता है और उसके पहले Verb 'to be' का प्रयोग उपयुक्त Number, Person और Tense में किया जाता है।

Note: Pronoun जब subject के रूप में प्रयुक्त होता है, तब वह Nominative Case में रहता है और जब Object के रूप में प्रयुक्त होता है, तब वह Objective Case में रहता है।

Nominative Case	I, we, you, he, she, it, they
Objective Case	me, us, you, him, her, it, them

अब विभिन्न Tenses के Active Verbs को Passive में बदलने की प्रक्रिया पर विचार करें —

1. PRESENT INDEFINITE TENSE

[Passive Verb Form: am / is / are + V^3]

Active	*Passive*
Ram eats a mango.	A mango is eaten by Ram.
Ram eats mangoes.	Mangoes are eaten by Ram.
I love him.	He is loved by me.
He loves me.	I am loved by him.
She teaches you.	You are taught by her.
We respect him.	He is respected by us.

EXERCISE 60

Direction: Change the following into the passive voice —

1. Mohan eats a mango.
2. Mohan eats mangoes.

3. I eat a mango.
4. We eat mangoes.
5. I love you.
6. You love me.
7. She helps them.
8. They help her.
9. They help me.
10. We help him.
11. Mohan beats Sohan.
12. Sohan beats me.
13. I like it.
14. She sings a song.
15. I write a letter.
16. My brother loves me.
17. I love my brother.
18. This boy helps me.
19. I help that boy.
20. She sells toys.
21. They cook rice.
22. He posts the letter.
23. She likes your brother.
24. Your brother likes her.
25. He helps everybody.
26. I follow the rules.
27. I help the poor.
28. My father likes this.
29. I help those poor boys.
30. They answer the question.

Note: इन वाक्यों पर विचार करें—

1. Active She loves me.
   Passive I am loved by her.
2. Active People speak Hindi in Bihar.
   Passive Hindi is spoken in Bihar.

यहाँ प्रथम वाक्य के Passive में by + agent (by her) का प्रयोग हुआ है, जो आवश्यक है। दूसरे वाक्य के Passive में by + agent (by people) का प्रयोग नहीं हुआ है क्योंकि यहाँ Passive Sentence के अर्थ को स्पष्ट करने के लिए by + agent देना आवश्यक नहीं है। Active से Passive बनाते समय Agent का प्रयोग तभी किया जाता है जब agent का प्रयोग वाक्य के अर्थ को स्पष्ट करने के लिए अत्यंत आवश्यक होता है। जब Active Verb का Subject one, someone, somebody, nobody, people या अन्य vague/understood/common Subject रहता है, तब Passive Verb प्रयुक्त होने पर इसका लोप हो जाता है। कुछ वाक्यों में I, we, you, they, he, she, a man, a boy जैसे agents का भी आवश्यकतानुसार Passive Verb प्रयुक्त होने पर लोप कर दिया जाता है। अतः आप वाक्य के अर्थ को समझते हुए यह निर्णय लें कि अभीष्ट Passive Sentence में Agent का प्रयोग आवश्यक है या नहीं।

Solved Examples:

1. Active We expect good news.
   Passive Good news is expected.
2. Active No one respects a dishonest man in our society.
   Passive A dishonest man is not respected in our society.
3. Active In India people worship the cow.
   Passive In India the cow is worshipped.

EXERCISE 61

Direction: Change the following into the passive voice —

[Hint: सिर्फ 5 और 8 में ही by + agent का प्रयोग करें, अन्य के साथ नहीं।]

1. People speak English all over the world.
2. People grow cotton in India.
3. We expect good news.
4. In our country we exploit the poor.
5. Everyday my father teaches me.
6. People remember Bhagat Singh for his bravery.
7. Everyone hates Mohan because he is a thief.
8. Our leaders misguide us.
9. We keep butter here.
10. One uses milk for making curd and sweets.

2. PRESENT CONTINUOUS TENSE

[Passive Verb Form: am / is / are + being + V^3]

Active	*Passive*
I am eating a mango.	A mango is being eaten by me.
They are singing songs.	Songs are being sung (by them).
He is helping his mother.	His mother is being helped by him.
She is vexing me.	I am being vexed by her.
They are doing it.	It is being done by them.
They are cutting the old trees.	The old trees are being cut.

EXERCISE 62

Direction: Turn the following into the passive voice —

1. She is eating a mango.
2. She is eating mangoes.
3. I am writing a letter.
4. He is helping me.
5. He is helping us.
6. They are helping her.
7. I am learning it.
8. She is drawing a picture.
9. He is cleaning the car.
10. The cat is drinking milk.
11. He is cutting the tree.
12. He is cutting the trees.
13. She is cooking food.
14. They are selling books.

15. She is doing nothing.
16. She is cheating me.
17. They are painting the wall.
18. I am opening the door.
19. They are watching the match.
20. I am solving the sum.

Solved Examples:

1. Active They are doing nothing against me.
   Passive Nothing is being done against me.
2. Active She is looking at me.
   Passive I am being looked at by her.
3. Active She is watching you.
   Passive You are being watched by her.

EXERCISE 63

Direction: Turn the following into the passive voice —

[Hint: 2, 4, 5 और 10 में by + agent देने की जरूरत नहीं है।]

1. He is answering the question.
2. The doctor is examining the patient.
3. The children are painting the wall.
4. They are cutting the old trees.
5. We are doing nothing against you.
6. Some boys are helping the poor man.
7. He is watching you.
8. She is beating her youngest son.
9. The nurse is looking after the patient.
10. They are doing nothing for the people of India.

3. PRESENT PERFECT TENSE

[Passive Verb Form: have / has + been + V^3]

Active	*Passive*
I have eaten a mango.	A mango has been eaten by me.
She has finished the work.	The work has been finished by her.
They have cheated me.	I have been cheated by them.
She has helped us.	We have been helped by her.
Ram has disturbed them.	They have been disturbed by Ram.
Someone has stolen my pen.	My pen has been stolen.
He has cut his finger.	His finger has been cut.
They have published the result.	The result has been published.

EXERCISE 64

Direction: Put the following into the passive voice —

1. I have killed two tigers.
2. She has cheated me.
3. I have helped her.
4. They have helped us.
5. He has taught her.
6. This boy has made it.
7. Ram has built the house.
8. She has invited me.
9. He has cut the trees.
10. Sita has written a letter.
11. Ram has seen me.
12. Moti has broken the glass.
13. They have followed it.
14. I have liked this.
15. I have loved you.
16. She has taught him.
17. He has cheated her.
18. Mohan has learnt it.
19. He has bought a car.
20. I have informed them.

Solved Examples:

1. Active Someone has stolen my car.
   Passive My car has been stolen.
2. Active No one has seen that mad man for ten days.
   Passive That mad man has not been seen for ten days.

मूल वाक्य का Subject No one रहने की वजह से Passive Sentence के Verb को Negative बनाया गया है।

EXERCISE 65

Direction: Change the following into the passive voice —

[Hint: 3, 4, 6, 7, 8, 9, 10, 13 और 14 में by + agent देने की जरूरत नहीं है।]

1. They have seen the ghost.
2. You have made several mistakes.
3. The police have caught the thief.
4. Someone has broken the glass.
5. We have bought some books.
6. Someone has picked my pocket.

7. He has hurt his leg in an accident.
8. No one has said anything about it.
9. They have published the result.
10. They have killed that innocent child.
11. Shakespeare has written this beautiful poem.
12. The mob has broken all the shop windows.
13. Somebody has invited you to dinner.
14. Someone has stolen my car.
15. Some of our neighbours have done this.

Note: Present Perfect Continuous Tense, Past Perfect Continuous Tense, Future Continuous Tense तथा Future Perfect Continuous Tense के Passive Verb Forms का प्रयोग सामान्यतया नहीं होता है। इसलिए हम इस पुस्तक में इन चारों Tenses के Passive Verb Forms की चर्चा नहीं करेंगे। इस पुस्तक को पढ़ने के बाद आप Oxford Current English Grammar अवश्य पढ़ें जिसमें इन चारों Tenses के Passive Verb Forms की चर्चा विस्तारपूर्वक की गई है।

4. PAST INDEFINITE TENSE

[Passive Verb Form: was / were + V^3]

Active	*Passive*
I ate a mango.	A mango was eaten by me.
I ate some mangoes.	Some mangoes were eaten by me.
The police arrested him.	He was arrested.
He wrote the letters.	The letters were written by him.
Someone stole my pen.	My pen was stolen.

EXERCISE 66

Direction: Put the following into the passive voice —

[Hint: 9, 11 और 13 के Passive में by + agent देने की जरूरत नहीं है।]

1. I helped you.
2. You helped me.
3. He bought a car.
4. She warned him.
5. I ate mangoes.
6. They won the match.
7. She taught the boys.
8. I broke the glass.
9. The police caught the thief.
10. He finished the work soon.

11. The robbers robbed him.
12. The fire damaged the building.
13. They looted the house.
14. She challenged me.
15. She made it.
16. I invited both of them.
17. I made several mistakes.
18. She found the lost bag.
19. I cleaned the cars.
20. I posted all the letters.

Solved Examples:

1. Active A girl saved my life.
   Passive My life was saved by a girl.
2. Active They admired him for his bravery.
   Passive He was admired for his bravery.
3. Active Most of them opposed me.
   Passive I was opposed by most of them.

EXERCISE 67

Direction: Turn the following into the passive—

[Hint: 1, 3, 4, 5, 9, 12 और 15 में by + agent देने की जरूरत नहीं है।]

1. The doctor examined the patient.
2. Shakespeare wrote "As you like it."
3. They admired him for his courage.
4. They looted the house yesterday.
5. They found him guilty of murder.
6. The Indians won the match.
7. Most people opposed this.
8. The farmer saved the snake's life.
9. The police arrested some thieves last night.
10. Tigers attacked the travellers.
11. A boy of ten saved my life.
12. They warned me again and again.
13. Most of our men opposed this.
14. No one loved me.
15. Someone stole my purse in the train.

5. PAST CONTINUOUS TENSE

[Passive Verb Form: was / were + being + V^3]

Active	*Passive*
He was eating a mango.	A mango was being eaten by him.
He was watching them.	They were being watched by him.
She was vexing me.	I was being vexed by her.
They were killing animals.	Animals were being killed.
She was supporting me.	I was being supported by her.

EXERCISE 68

Direction: Turn the following into the passive voice —

[Hint: नीचे दिए गए 17 वाक्यों में 7 ऐसे वाक्य हैं जिनके Passive में by + agent देने की जरूरत नहीं है।]

1. He was helping me.
2. He was helping them.
3. I was writing a letter.
4. She was teaching the student.
5. She was teaching the students.
6. I was solving the problem.
7. The students were answering the question.
8. My father was teaching my brother and sister.
9. They were killing the birds for nothing.
10. The doctor was examining the patients.
11. The girl was drawing the picture.
12. They were repairing the bridge.
13. They were discussing the matter.
14. They were taking him to hospital.
15. My brother was watching the match.
16. We were expecting good news.
17. They were playing the match.

6. PAST PERFECT TENSE

[Passive Verb Form: had been + V^3]

Active	*Passive*
I had done the work.	The work had been done by me.
She had written the letter.	The letter had been written by her.
She had informed us.	We had been informed by her.

Somebody had stolen my pen.	My pen had been stolen.
Ram had completed the work.	The work had been completed by Ram.

EXERCISE 69

Direction: Turn the following into the passive —

[Hint: इन 20 वाक्यों में 12 ऐसे वाक्य हैं, जिनके Passive में by + agent देने की जरूरत नहीं है।]

1. I had painted the wall.
2. She had informed me.
3. They had already cheated us. (had already been)
4. He had done the work.
5. She had taught the student.
6. He had sold his horses.
7. The robbers had robbed the villagers.
8. Somebody had already told him.
9. They had arranged everything.
10. The fire had burnt my house to ashes.
11. Somebody had told him the news.
12. The doctor had examined me.
13. He had informed me.
14. He had broken his leg.
15. She had posted all the letters.
16. Nobody had done anything. (had not been)
17. The doctor had examined the patient.
18. The boys had collected the books.
19. They had informed the police of the accident.
20. Somebody had stolen his bicycle.

7. SIMPLE FUTURE TENSE

[Passive Verb Form: shall / will + be + V^3]

Active	*Passive*
I shall help you.	You will be helped by me.
She will teach you.	You will be taught by her.
He will help me.	I shall be helped by him.
People will forget it.	It will be forgotten.
No one will solve your problem.	Your problem will not be solved.
They will start the show in two months.	The show will be started in two months.

EXERCISE 70

Direction: Turn the following into the passive voice —

[इन 20 वाक्यों में 10 ऐसे वाक्य हैं, जिनके Passive में by + agent देने की जरूरत नहीं है।]

1. He will do this.
2. She will help me.
3. You will help us.
4. The boy will take it.
5. She will cheat you.
6. They will support me.
7. I shall solve the problem.
8. The police will arrest the thief.
9. We shall welcome him.
10. People will remember him.
11. Nobody will play the match. (will not be)
12. Somebody will beat you one day. (You ...... one day.)
13. I shall never forget those happy days. (will never be)
14. Everyone will blame you.
15. They will build the road by March. (...... by March.)
16. We shall win the match.
17. We shall follow him.
18. They will not neglect us.
19. They will publish two books in June. (...... in June.)
20. We shall discuss the matter tomorrow.
    (The matter ...... tomorrow.)

8. FUTURE PERFECT TENSE

[Passive Verb Form: shall/will + have been + V^3]

1. Active I shall have written the book.
   Passive The book will have been written by me.
2. Active They will have informed us.
   Passive We shall have been informed.
3. Active They will have done the work by next Monday.
   Passive The work will have been done by next Monday.

EXERCISE 71

Direction: Turn the following into the passive —

[Hint: 3, 11, 14 और 15 में by + agent देने की जरूरत नहीं है।]

1. I shall have taught him.
2. She will have completed the work.

3. The police will have arrested the thief.
4. We shall have bought the books.
5. They will have solved the problem.
6. She will have cheated you.
7. He will have informed me.
8. They will have killed the tiger.
9. My father will have bought a car.
10. The children will have eaten the cakes.
11. The robbers will have robbed him.
12. I shall have proved it.
13. They will have cheated our friends.
14. They will have discussed the matter.
15. They will have built the road by March.

9. MODAL VERBS: PASSIVE VERB FORM

shall, will, can, could, may, might, should, would, must, ought, इत्यादि Modal Auxiliaries हैं। जब इनके बाद Transitive Verb प्रयुक्त रहता है, तब हम Verb को Passive में बदलने के लिए निम्नलिखित form का प्रयोग करते हैं —

modal auxiliary + be + V^3

Active	*Passive*
They will kill the tiger.	The tiger will be killed (by them).
I can lift it.	It can be lifted by me.
They could solve the problem.	The problem could be solved.
He may defeat you.	You may be defeated by him.
You must help your brother.	Your brother must be helped.
One should keep one's promises.	Promises should be kept.
He could kill the lion.	The lion could be killed by him.
We should help the poor.	The poor should be helped.
None can challenge him.	He cannot be challenged.
Everyone will blame us.	We shall be blamed by everyone.
We must help the poor.	The poor must be helped.
You must write the answers in ink.	The answers must be written in ink.

EXERCISE 72

Direction: Turn the following into the passive —

1. You can do it.
2. I can kill a tiger.
3. He can win the match.

4. She can defeat him.
5. He may do this.
6. He could beat him.
7. I could help you.
8. He might solve it.
9. They may defeat us.
10. You must help the poor.
11. You must send a reply.
12. You should do this.
13. They should finish this work.
14. I should do it.
15. She could buy a car.
16. He would do it.
17. I could solve the problem.
18. Your friend will blame you.
19. She will break it.
20. One can solve it.

10. अगर Verb Phrase की बनावट am/is/are/was/were/have/has/had + infinitive (to + verb) हो, तो इसका Passive Voice में रूप होगा —

am / is / are / was / were / have / has / had + to be + V^3

Active	*Passive*
I am to do it.	It is to be done by me.
I was to do it.	It was to be done by me.
I had to do it.	It had to be done by me.
My father is to buy a car.	A car is to be bought by my father.
The teacher was to teach us.	We were to be taught by the teacher.
They had to build the bridge.	The bridge had to be built.

EXERCISE 73

Direction: Turn the following into the passive —

[Hint: 5, 6, 9, 12, 13, 14 और 20 में by + agent का प्रयोग नहीं करें।]

1. My father is to buy a car.
2. I am to teach him.
3. He is to teach me.
4. He was to invite me.
5. They were to build a bridge here.
6. She was to sell her cows.
7. I have to prove it.
8. She has to guide me.

9. He had to examine the patient.
10. The postman has to deliver the letters.
11. I was to help those poor boys.
12. We have to serve the country.
13. We had to inform the police of the accident.
14. They had to build the bridge.
15. Ram has to solve the problem.
16. The manager has to appoint him.
17. I am to buy some books.
18. She was to defeat the enemies.
19. The boys of this school are to plant some trees.
20. They are to play the match today.

11. IMPERATIVE SENTENCES EXPRESSING ORDER / COMMAND

जब Imperative Sentence से order/command का बोध होता है, तब हम प्रयुक्त Active Verb को Passive में बदलने के लिए वाक्य को Let से शुरू करते हैं और Subject के बाद be + V^3 का प्रयोग करते हैं। जैसे—

Active	*Passive*
Do this work.	Let this work be done.
Bring a glass of water.	Let a glass of water be brought.
Open the door.	Let the door be opened.
Switch on the radio..	Let the radio be switched on.
Don't pluck the flowers.	Let the flowers not be plucked.
Don't touch this wire.	Let this wire not be touched.
Give the order.	Let the order be given.
Inform the police of the accident.	Let the police be informed of the accident.

12. IMPERATIVE SENTENCES EXPRESSING ADVICE

जब Imperative Sentence से advice (सलाह) का भाव व्यक्त होता है, तब हम Passive form को Let से शुरू नहीं करते हैं, बल्कि वाक्य को इस रूप में परिवर्तित करते हैं —

Subject + should + be + V^3.

Active	*Passive*
Love your country.	Your country should be loved.
Help the poor.	The poor should be helped.
Help your neighbours.	Your neighbours should be helped.
Don't insult the weak.	The weak should not be insulted.

Note: कुछ Sentences ऐसे होते हैं जिनसे यह स्पष्ट नहीं होता है कि ये order हैं या advice. ऐसे sentences को Rule No. 11 या Rule No. 12 से बनाएँ।

13. यदि Imperative Sentence के साथ Please / Kindly का प्रयोग हो, तो Passive Verb Form के लिए वाक्य को You are requested to से शुरू करें। Please/Kindly का लोप कर शेष भाग को You are requested to के बाद जोड़ दें। जैसे —

Active	*Passive*
Kindly post the letter.	You are requested to post the letter.
Take your chair, please.	You are requested to take your chair.

14. यदि Imperative Sentence Transitive Verb से शुरू हो, तो Sentence को Passive Construction देने के लिए You are ordered/ You are advised का प्रयोग करें। जैसे —

Active	*Passive*
Stand up.	You are ordered to stand up.
Go there.	You are ordered to go there.
Work hard.	You are advised to work hard.

EXERCISE 74

Direction: Turn the following into the passive —

[A]

Active Open the door.
Passive Let the door be opened.

1. Inform the police.
2. Post the letters.
3. Bring a glass of water.
4. Do this work.
5. Switch off the light.
6. Don't close the gate.
7. Read this book.
8. Shut all the doors.
9. Close the gate.
10. Don't touch the wire.

[B]

Active Help your friends.
Passive Your friends should be helped.

1. Help the poor.
2. Help the poor students.
3. Respect your elders.
4. Love your country.
5. Love your neighbours.
6. Don't hate the poor.

7. Don't cheat your friend.
8. Honour the brave.

[C]

Active	Kindly help me.
Passive	You are requested to help me.

1. Please take your seat.
2. Kindly give me money.
3. Kindly give me some food.
4. Please sit down.
5. Please go out.
6. Please enter by this gate.
7. Please do me a favour.
8. Take your chair, please.

[D]

Active	Do.
Passive	You are ordered to do.

1. Go there.
2. Stand up.
3. Come tomorrow.
4. Work hard.
5. Sit down.
6. Sign here.
7. Go to market.
8. Go to bed.

15. अगर Active Verb के साथ preposition या adverb प्रयुक्त रहता है, तब अभीष्ट verb को Passive बनाते समय प्रयुक्त preposition/adverb का लोप नहीं किया जाता है। जैसे—

Active	*Passive*
He looks after me.	I am looked after by him.
They will look after you well.	You will be well looked after.
All his friends laugh at him.	He is laughed at by all his friends.
We must listen to our elders.	Our elders must be listened to.
They objected to his proposal.	His proposal was objected to.
We must write to him.	He must be written to.
The thief broke into the house.	The house was broken into.

16. कुछ Passive Verbs के साथ by का प्रयोग नहीं होता है। agent के पहले by के बदले अन्य उपयुक्त preposition का प्रयोग करना पड़ता है, जिसका चयन अभीष्ट verb पर निर्भर करता है। जैसे—

Active	*Passive*
I know it.	It is known to me.

He satisfied me.	I was satisfied with him.
The result surprised me.	I was surprised at the result.
His behaviour shocked me.	I was shocked at his behaviour.
He pleased me.	I was pleased with him.
The book has interested me very much.	I have been very much interested in this book.

17. VERBS WITH TWO OBJECTS

कुछ वाक्यों में Active Verb के बाद दो Objects आते हैं। जैसे — I gave him a book. यहाँ gave के बाद दो Objects आए हैं — him और book. इनमें से him Personal/Indirect Object है और book Direct Object है। ऐसे दो Objects वाले Verb को Passive में बदलते समय हम किसी भी Object को Subject बना सकते हैं। परंतु Personal Object/ Indirect Object को Subject बनाना अच्छा माना जाता है। लेकिन अगर हमें Direct Object पर ही विशेष जोर देना हो, तो Direct Object को ही Subject बनाकर Active Verb को Passive में बदलना चाहिए। अन्य परिवर्तन सामान्य नियम के ही अनुसार होते हैं। जैसे—

Active	*Passive*
1. I gave him a book.	(a) He was given a book by me. (b) A book was given (to) him by me.
2. He told me a story.	(a) I was told a story (by him.) (b) A story was told me (by him).
3. I offered him a chair.	(a) He was offered a chair by me. (b) A chair was offered him by me.
4. The Principal has given me a prize.	(a) I have been given a prize by the Principal. (b) A prize has been given me by the Principal.

EXERCISE 75

Direction: Turn the following into the passive —

[Hint: 3, 4, 5, 7 और 9 में by + agent देने की जरूरत नहीं है।]

BASED ON RULE NO. 15

1. They are laughing at her.
2. He looks after me.
3. The police are searching for him.
4. They will look into the matter.
5. The police enquired into the case.
6. All his friends laugh at him.
7. We must listen to the elders.

8. Put off the light.
9. They have given up the idea.
10. I must write to him.

BASED ON RULE NO. 16

11. She knows me. (known to)
12. I satisfied everybody. (satisfied with)
13. Your story has interested me. (interested in)
14. His behaviour shocked me. (shocked at)
15. Seven days make a week. (made of)
16. The news pleased me. (pleased with)

BASED ON RULE NO. 17

17. Ram gave me a present.
18. He teaches us English.
19. He promised me a prize.
20. The king gave him a reward.
21. We can give you a chance.
22. My brother will give you a book.
23. He handed me a bottle.
24. My father bought me a bicycle.
25. She gave me some food.

18. सिर्फ Transitive Verbs के ही Passive Voice होते हैं। अतः इन वाक्यों की क्रियाएँ Passive Voice में नहीं हैं —

He is gone.
He is come.

They are arrived.
Winter is come.

परंतु इन वाक्यों की क्रियाएँ Passive Voice में हैं —

The chair is broken.
He is beaten.

इसलिए उन वाक्यों के Verbs को Passive Voice में नहीं बदला जा सकता है, जो Intransitive हैं। जैसे —

I read.
He has gone to Patna.
She is laughing.

I am going to school.
They are good boys.

MISCELLANEOUS EXERCISE 76

Direction: Put the following into the passive —

1. We respect him.
2. People speak Hindi in Bihar.
3. They are repairing the road.

4. You have made several mistakes.
5. The doctor is examining the patient.
6. Someone stole my pen.
7. They looted the house yesterday.
8. They were cutting the old trees.
9. The children had eaten the cakes.
10. The police arrested some thieves last night.
11. We shall discuss the matter tomorrow.
12. People will remember him.
13. He will have completed the work.
14. I can solve the problem.
15. She could help him.
16. She may defeat you.
17. They might win the game.
18. We should help the poor.
19. He would inform us.
20. You must support him.

MISCELLANEOUS EXERCISE 77

Direction: Turn the following into the passive —

1. I am to write a letter.
2. She is to teach my daughter.
3. They are to support me.
4. She was to invite me.
5. They were to cut the old trees.
6. We have to buy some books.
7. She has to complete the work.
8. They had to inform the police.
9. Bring a cup of tea.
10. Open the door.
11. Help your neighbours.
12. Kindly post the letters.
13. Go out of the room.
14. My mother looks after me.
15. You must write to her.
16. Everyone knows Gandhiji.
17. He pleased me.
18. She gave me an apple.
19. She told him a story.
20. My father bought me a watch.

□

26. Direct and Indirect Speech

Direct Speech: जब किसी वक्ता के कथन को उसी के शब्दों में व्यक्त किया जाता है, तब वह Direct Speech कहलाता है। Direct Speech में प्रायः किसी का कथन inverted commas के बीच में रहता है।

Indirect Speech: जब किसी वक्ता के कथन को उसी के शब्दों में न कहकर उसके आशय या सारांश को अपने शब्दों में व्यक्त किया जाता है, तब वह Indirect Speech कहलाता है। Indirect Speech को inverted commas के भीतर नहीं रखा जाता है।

Direct Speech	*Indirect Speech*
He said, "I am ill."	He said that he was ill.
Ram said, "I am ready."	Ram said that he was ready.
Mohan said, "I saw her."	Mohan said that he had seen her.
He said to me, "Do you know?"	He asked me if I knew.

कुछ पारिभाषिक शब्दों की व्याख्या

Direct Speech को Indirect Speech में परिवर्तित किया जा सकता है। इसके कुछ नियम हैं, जिन्हें समझने के पहले कुछ पारिभाषिक शब्दों को समझ लें।

1. Reporting Verb: Inverted Commas के बाहर एक वाक्य रहता है, जिसके Verb को Reporting Verb कहते हैं। He said, "I am ready." यहाँ 'said' Reporting Verb है।

2. Reported Speech: Inverted Commas के भीतर जो वाक्य रहता है, उसे Reported Speech कहते हैं। He said, "I am ready." यहाँ 'I am ready' Reported Speech है।

3. Verb of the Reported Speech: Inverted Commas के भीतर जो वाक्य रहता है, उसे Reported Speech कहते हैं और उसमें प्रयुक्त Verb को Verb of the Reported Speech कहते हैं। He said, "I am ready." यहाँ 'am' Verb of the Reported Speech है।

Changing into Indirect Speech

Direct Speech को Indirect Speech में बदलने के लिए कुछ General Rules हैं और कुछ Special Rules. General Rules उन नियमों को कहते हैं जो प्रत्येक प्रकार के वाक्य के साथ लागू होते हैं, वहीं Special Rules विभिन्न प्रकार के वाक्यों के लिए भिन्न-भिन्न होते हैं। General Rules को हम तीन भागों में इस प्रकार बाँट सकते हैं —

1. Change of Person
2. Change of Tense
3. Change of other Parts of Speech

1. Change of Person

Direct Speech को Indirect Speech में बदलने के लिए Reported Speech में प्रयुक्त Pronouns को इस प्रकार परिवर्तित करते हैं —

1. First Person को Reporting Verb के Subject के अनुसार
2. Second Person को Reporting Verb के Object के अनुसार
3. Third Person को No change.

इसके लिए इस सूत्र को याद रखें —

1	2	3
S	O	N

1 का अर्थ है First Person	S का अर्थ है Subject
2 का अर्थ है Second Person	O का अर्थ है Object
3 का अर्थ है Third Person	N का अर्थ है No change

अर्थात् First Person Subject के अनुसार
Second Person Object के अनुसार
Third Person No change

Note: 1. जब Reporting Verb Present या Future Tense में रहता है, तब Indirect Speech में कहीं भी Tense में कोई परिवर्तन नहीं होता है। हम यहाँ Reporting Verb को Present/Future Tense में रखेंगे ताकि Tense परिवर्तन की समस्या उत्पन्न न हो और Change of Person की प्रक्रिया सही ढंग से स्पष्ट हो सके।

2. जब Inverted Commas के भीतर Assertive Sentence रहता है, तब Indirect Speech में Inverted Commas के बदले that का प्रयोग होता है।

3. जब Reporting Verb say/says/said रहे और उसके बाद object रहे तो आप यहाँ इसे Indirect Speech में tell/tells/told में बदल दें। अगर Object न रहे तो Reporting Verb में परिवर्तन नहीं करें।

4. Person बदलते समय Number तथा Case पर विशेष ध्यान दें, क्योंकि ये नहीं बदलते हैं। आपकी सुविधा के लिए Personal Pronouns के सभी forms को आगे तालिका में दिया जा रहा है, जिन्हें हमेशा ध्यान में रखें।

5. इस Chapter में बहुत सारे solved examples दिए गए हैं। उन्हें आप अच्छी तरह पढ़ें और समझें। जब आप उन्हें अच्छी तरह समझ जाएँगे, तब आपको exercises बनाने में कठिनाई नहीं होगी। इसलिए इस chapter में दिए गए सभी solved examples को कम-से-कम दो बार अवश्य पढ़ें और लिखें।

Person	Nominative Case	Possessive Case		Objective Case
		possessive adjective	possessive pronoun	
1st Person	I we	my our	mine ours	me us
2nd Person	you	your	yours	you
3rd Person	he she it they	his her its their	his hers × theirs	him her it them

Solved Examples:

1. He says to me, "I am your friend."
↑ ↑ ↑ ↑
Subject Object First Person Second Person
He tells me that he is my friend.

2. He says to me, "You are my friend."
↑ ↑ ↑ ↑
Subject Object Second Person First Person
He tells me that I am his friend.

3. She says to me, "I love you."
↑ ↑ ↑ ↑
Subject Object First Person Second Person
She tells me that she loves me.

4. I say to her, "I love you."
↑ ↑ ↑ ↑
Subject Object First Person Second Person
I tell her that I love her.

5. She says to me, "I am his sister."
↑ ↑ ↑ ↑
Subject Object First Person Third Person
She tells me that she is his sister.

6. Ram says to me, "I am your friend."
Ram tells me that he is my friend.

7. Sita says to me, "I am your friend."
Sita tells me that she is my friend.

8. Ram says to Sita, "I am your friend."
Ram tells Sita that he is her friend.

9. Sita says to Ram, "I am your friend."
Sita tells Ram that she is his friend.
10. They say to me, "We help you."
They tell me that they help me.
11. I say to them, "I help you."
I tell them that I help them.
12. You always say to me, "I shall help you."
You always tell me that you will help me.
13. The boys say to the teacher, "We need your help."
The boys tell the teacher that they need his help.
14. We say to him, "We are your helpers."
We tell him that we are his helpers.
15. The teacher says to the students, "I am ready to help you."
The teacher tells the students that he is ready to help them.
16. He says to Sita, "I love you and your dog."
He tells Sita that he loves her and her dog.
17. Geeta says to Ravi, "If you help me I shall help you."
Geeta tells Ravi that if he helps her she will help him.
18. He says to her, "Yours is black but mine is white."
He tells her that hers is black but his is white.
19. The boys say to the teacher,"We can't do without your help."
The boys tell the teacher that they can't do without his help.
20. He says, "I should help myself."
He says that he should help himself.
21. Ram will say, "I am ready to do my duty."
Ram will say that he is ready to do his duty.
22. Sita will say to me, "I am ready to help you."
Sita will tell me that she is ready to help me.
23. The boys say to me, "We must help you and your father."
The boys tell me that they must help me and my father.
24. I will say to her, "I love you and you love me."
I will tell her that I love her and she loves me.
25. He says to me, "I did not cheat you, so you should believe me."
He tells me that he did not cheat me, so I should believe him.

EXERCISE 78

Direction: Change the following into indirect speech—

1. He says, "I am reading my book."
2. She says, "I am reading my book."
3. You say, "I am reading my book."

4. We say, "We are reading our books."
5. They say, "We are reading our books."
6. I say, "I am reading my book."
7. Ram says to me, "I am your friend."
8. Sita says to me, "I am your friend."
9. He says to Sita, "I am your friend."
10. Sita says to him, "I am your friend."
11. I say to Ram, "I know you."
12. I say to the boys, "I know you."
13. The boy says to me, "I know you."
14. The boys say to me, "We know you."
15. They say to me, "We shall help you."
16. I say to her, "I can teach you."
17. The child says to his mother, "I love you."
18. He says to me, "I am ready to help you."
19. I say to Mohan, "You are my best friend."
20. Mohan will say to Reeta, "I don't need your help."
21. She will say to me, "Your brother helps me."
22. I say to your brother, "I am your friend."
23. Monu says to Leela, "You should help me."
24. Leela says to Monu, "I shall help you."
25. He says to me, "I love you and your dog."

EXERCISE 79

Direction: Change the following into indirect speech —

1. Amar says to Ratan, "I am your friend and you are my friend."
2. She says to Ram, "If you help me I shall help you."
3. They say to me, "We help you because you help us."
4. She says to me, "I know you but you don't know me."
5. The students say to the teacher, "We can't do without your help."
6. He says to my mother, "You should help me because I am your son's friend."
7. She will say to us, "I shall help you if you help me."
8. She says to Ram, "I know you and your brothers because you are my neighbours."
9. Ram says to her, "I know you and your friends because they are my neighbours."
10. She says to me, "I have given you my life, but you have given me only tears, and so I am not going to believe you."
11. He says to me, "I was reading while you were playing with your friends."

12. We will say to him, "We wanted to help you but we could not help you because we were absent."
13. The farmers say to me, "We never quarrel with them."
14. She says to me, "This is mine and that is yours."
15. I say to you, "You can do me no harm because I am stronger than you."
16. You say to me, "You can do me no harm because I am stronger than you."
17. Sita says to Ravi, "You can do me no harm because I am stronger than you."
18. Ravi says to Radha, "I have been helping you."
19. Mohan says to Geeta, "You have been very kind to me, so I shall help you when you need my help."
20. Geeta says to Mohan, "You have been very kind to me, so I shall help you when you need my help."

2. Change of Tense

1. जब Reporting Verb Present/Future Tense में रहता है, तब Indirect Speech में कहीं भी Tense में कोई परिवर्तन नहीं होता है। अभी तक दिए गए उदाहरणों से यह पूर्णतः स्पष्ट है।

2. जब Reporting Verb Past Tense में रहता है, तब Inverted Commas के भीतर प्रयुक्त Tense में परिवर्तन होता है। यह परिवर्तन इस प्रकार होता है—

Direct *Indirect*

Simple Present ⇒ Simple Past
Present Continuous ⇒ Past Continuous
Present Perfect ⇒ Past Perfect
Present Perfect Continuous ⇒ Past Perfect Continuous

Simple Past ⇒ Past Perfect
Past Continuous ⇒ Past Perfect Continuous
Past Perfect ⇒ no change of tense
Past Perfect Continuous ⇒ no change of tense

shall/will ⇒ should/would
can ⇒ could
may ⇒ might
am/is/are ⇒ was/were
have/has ⇒ had
was/were ⇒ had been
had to + V^1 ⇒ had had to + V^1
could/should/would/might ⇒ generally no change

Solved Examples:

1. He said to me, "I am your friend."
He told me that he was my friend.
2. She said to me, "I am to help you."
She told me that she was to help me.
3. Sita said to me, "I love you."
Sita told me that she loved me.
4. My son said to me, "I am doing my lesson."
My son told me that he was doing his lesson.
5. Geeta said to Ram, "I have always helped you."
Geeta told Ram that she had always helped him.
6. Ram said to Rita, "I have been waiting for you."
Ram told Rita that he had been waiting for her.
7. My father said to me, "I wanted to give you a bicycle."
My father told me that he had wanted to give me a bicycle.
8. He said to the boys, "I was playing with you."
He told the boys that he had been playing with them.
9. Radha said to Ram, "I had seen him."
Radha told Ram that she had seen him.
10. He said, "I had been playing."
He said that he had been playing.
11. He said to me, "I shall help you."
He told me that he would help me.
12. He said to me, "I can help you."
He told me that he could help me.
13. He said to me, "He may help me."
He told me that he might help him.
14. He said, "I could kill the bird."
He said that he could kill the bird.
15. He said, "I was absent."
He said that he had been absent.
16. He said to her, "I was busy, so I did not help you."
He told her that he had been busy, so he hadn't helped her.

EXERCISE 80

Direction: Change the following into indirect speech —

1. He said to me, "I am your friend."
2. She said to me, "I am to help you."
3. They said to her, "We want to help you."
4. She said to her sister, "I have sympathy for you."

5. The boy said to mother, "I am going to my friend."
6. He said to the girl, "I have always helped you."
7. You said to her, "I have not beaten your dog."
8. He said to me, "I have been waiting for you for two hours."
9. He said to them, ""I can help you."
10. She said to me, "I should not vex you."
11. Mohan said to Reeta, "I love you."
12. I said to them, "I have love for you."
13. He said to her, "I help you because you are a good girl."
14. He said to me, "I can help you if you don't harm me."
15. He said, "I have everything that I need."
16. She said to him, "I shall be your guide."
17. I said to her, "If you help me I shall help you."
18. He said to me, "Your brother is playing with my brother."
19. Ram said to his sister, "I have come to help you, so you should not be afraid of anything."
20. He said to the farmer, "I have been serving you for years but you have never cared for me."

EXERCISE 81

Direction: Change the following into indirect speech —

1. He said, "I ate two mangoes."
2. She said to me, "You helped me."
3. He said to her, "I wanted to help you."
4. He said, "I was absent."
5. Ram said to me, "I was your friend."
6. The boy said, "I was playing in the field."
7. Gopal said to her, "I was going to you."
8. The child said to her mother, "I was playing with my friends."
9. They said to me, "We were your friends."
10. He said, "I had finished the work."
11. Ram said to me, "I had informed you."
12. He said to me, "I had been waiting for you."
13. They said, "We had been doing for years."
14. They said to the girls, "You danced well."
15. My mother said to my brothers, "I was making tea for you."
16. He said to me, "I was busy, so I did not help you."
17. He said, "I could pass the examination."
18. She said, "It might be dangerous."
19. The boys said to me, "We did not understand the lesson."
20. He said to me, "You should help me but I know that you will not help me because I never helped you."

Exception: Universal Truth

यदि Inverted Commas के भीतर कोई ऐसा कथन हो जिससे चिरंतन सत्य या सिद्धांत (Universal Truth) का बोध हो, तो Reporting Verb के Past Tense में रहने पर भी Reported Speech के Tense में कोई परिवर्तन नहीं होगा। जैसे —

1. He said, "The earth is round."
   He said that the earth is round.
2. My father said to me, "Honesty is the best policy."
   My father told me that honesty is the best policy.
3. He said, "Work is worship."
   He said that work is worship.
4. The teacher said, "The sun rises in the east and sets in the west."
   The teacher said that the sun rises in the east and sets in the west.
5. He remarked, "A bad carpenter quarrels with his tools."
   He remarked that a bad carpenter quarrels with his tools.
6. He says, "Two and two is four."
   He says that two and two is four.

EXERCISE 82

Direction: Change the following into indirect speech —

1. He said, "The earth moves round the sun."
2. The priest said, "Man is mortal."
3. He said, "I had won the prize."
4. She said to me, "I had been playing with you."
5. He said, "I get up early in the morning."
6. My son said to me, "I have done my lesson, so I am playing."
7. He said to me, "I did not love you at all."
8. The teacher said, "Labour never goes in vain."
9. The mother said, "My child is my love."
10. He said, "Sympathy is greater than gold."
11. My father said, "Work is worship."
12. He says to me, "You never helped me, so I will not help you."
13. He said to me, "Time and tide wait for no man."
14. She will say to me, "You have cheated me."
15. She will say, "I could find her."

16. He said to me, "I know what you did."
17. I said, "Iron is more useful than gold."
18. They said, "We can't live without water."
19. He said to me, "I was teaching your son."
20. He said to her, "I had been teaching your son."

Change of Other Parts of Speech

जब Reporting Verb Past Tense में रहता है, तब Reported Speech में जितने भी निकटता-सूचक शब्द रहते हैं, वे सब-के-सब Indirect Speech में दूरी-सूचक शब्दों में बदल जाते हैं। ऐसे आवश्यक परिवर्तन के लिए इस Chart को ध्यान में रखें —

Direct	*Indirect*
this	that
these	those
here	there
hence	thence
now	then
thus	so
today	that day
yesterday	the day before/the previous day
the day before yesterday	two days before
tomorrow	the next day/the following day
the day after tomorrow	in two days' time
next week/year, etc	the following week/year, etc
last week/year, etc	the previous week/year, etc
a year ago	a year before/the previous year

Solved Examples:

1. He said, "I am busy today."
He said that he was busy that day.
2. She said, "I shall do it tomorrow."
She said that she would do it the next day.
3. He said, "I don't like this boy."
He said that he did not like that boy.
4. He said, "I am now speaking to this boy."
He said that he was then speaking to that boy.
5. They said, "We are starting the day after tomorrow."
They said that they were starting in two days' time.
6. He said, "She died a year ago."
He said that she had died a year before.

Note: चूँकि घटना past time से संबंधित रहती है, इसलिए निकटता-सूचक शब्दों को दूरी-सूचक शब्दों में बदलना पड़ता है। यदि Reported Speech में प्रयुक्त वस्तु/परिस्थिति वक्ता के साथ अभी भी मौजूद हो, तो उस हालत में निकटता-सूचक शब्दों को दूरी-सूचक शब्दों में नहीं बदला जाएगा। जैसे —

1. He said, "This is my table."

   अगर टेबुल Reporter के सामने बोलने के समय भी मौजूद हो, तो Indirect Speech में this को that में नहीं बदला जाएगा। अर्थात्

   He said that this was his table.

2. This morning Ram said to me, "I shall give you money today."

   This morning Ram told me that he would give me money today.

   यहाँ this morning से यह स्पष्ट है कि दिन नहीं बदला है। अतः today का that day नहीं होगा।

EXERCISE 83

Direction: Change the following into indirect speech —

1. He said, "I am going to Patna today."
2. She said to me, "I shall stay here with you."
3. He said, "I shall do it tomorrow."
4. She said, "My father came yesterday."
5. They said to her, "We shall see you tomorrow."
6. He said, "The sky is cloudy now."
7. He said, "I did not break these plates."
8. My boss said to me, "You can take this away with you."
9. He said, "I saw a book here."
10. She said, "I am now opening this box."
11. She said, "I will dance tomorrow."
12. He said, "She arrived yesterday and will go tomorrow."
13. She said, "I shall join the office next week."
14. She said, "My husband died a year ago."
15. He said, "I will come here again tomorrow."

ध्यान देने योग्य कुछ आवश्यक बातें

1. कभी-कभी Reporting Verb के बाद Object नहीं रहता है और Reported Speech में प्रयुक्त Second Person के pronoun/adjective को बदलने की आवश्यकता पड़ती है। वैसी परिस्थिति में आप अपने मन से कोई भी उपयुक्त object को चुन लें और उसे Reporting Verb के बाद दे दें। जैसे —

(a) He said, "I am waiting for you."
He told me that he was waiting for me.
or, He told her that he was waiting for her.

(b) He said, "I do not wish to see any of you."
He told us that he did not wish to see any of us.
or, He told them that he did not wish to see any of them.

इस प्रकार Object का चयन आपकी इच्छा पर निर्भर करता है। अतः आप जो उपयुक्त समझें, उसका चयन करें। अगर किसी Passage को Indirect Speech में बदलना हो, तो पूरे Passage के भाव को समझते हुए उपयुक्त Object का चयन करें।

2. यदि Inverted Commas के भीतर संबोधन के रूप में कोई नाम आए, तो उस नाम को Reporting Verb का Object बना दें।

(a) He said, "Ram, I want to help you."
He told Ram that he wanted to help him.

(b) Sita said, "I love you very much, Mohan,"
Sita told Mohan that she loved him very much.

3. यदि Inverted Commas के भीतर O, Well, Okay इत्यादि हों, तो Indirect Speech में इनका लोप कर दें। जैसे —

He said, "Well, Ram, you can take it."
He told Ram that he could take it.

4. Reported Speech वाक्य के शुरू में भी रह सकता है या Reporting Verb के बाद में या Reporting Verb की दोनों तरफ, परंतु Indirect Speech में वही पद पहले आएगा जो Inverted Commas के बाहर है, जैसा कि आप करते आ रहे हैं। जैसे —

(a) "I have completed my job," he said.
He said that he had completed his job.

(b) "I am always ready to help you," she said to me, "because you are my neighbour."
She told me that she was always ready to help me because I was her neighbour.

EXERCISE 84

Direction: Change the following into indirect speech —

1. He says, "I am your friend and you are my friend."
2. She said, "I was waiting for you."
3. The boys said, "We can't do without your help."
4. You said, "I will not give this pen to you."
5. "You should help me," said she.
6. "Okay, I will come tomorrow," he said.

7. He said, "Rekha, I love you."
8. She said, "You should help me, Mohan."
9. "You can sit here, Mohan," the teacher said.
10. The boss said, "Well, you can take it now."
11. "I wrote three letters yesterday," said she.
12. He said, "Radha, you are my life."
13. "Everything I have is yours," she said.
14. "I had completed my job," he said.
15. He said, "Well, I shall punish you today."
16. "I shall help you," she said to me, "if you help me."
17. "Two and two is four," said the teacher.
18. "I love you," the man said to her, "because you have been kind to me."
19. "You are a good boy," said the teacher, "so I shall help you."
20. "You can go now," the master said to the servant, "because I don't need you."

SPECIAL RULES

General Rules जहाँ सभी प्रकार के वाक्यों के साथ लागू होते हैं, वहीं Special Rules विभिन्न प्रकार के वाक्यों के लिए भिन्न-भिन्न होते हैं।

SPECIAL RULES: ASSERTIVE SENTENCES

Inverted Commas के अंदर प्रयुक्त Assertive Sentences को Indirect Speech में परिवर्तित करने के लिए जो भी नियम हैं उनसे आप परिचित हो चुके हैं, क्योंकि अभी तक आपने जिन वाक्यों को Indirect Speech में परिवर्तित किया है वे सभी Assertive Sentences हैं।

आपने देखा है कि Inverted Commas को that में बदल दिया जाता है। Reporting Verb 'say' को tell + object में बदल दिया जाता है अगर say के बाद to + object हो। यदि to + object का प्रयोग न हो तो say को ज्यों-का-त्यों छोड़ दिया जाता है। आप चाहें तो say + to + object को tell + object में नहीं भी बदल सकते हैं, पर बदल देना ज्यादा अच्छा होगा।

SPECIAL RULES: INTERROGATIVE SENTENCES

यदि Inverted Commas के भीतर Interrogative Sentence हो, तो उसे Indirect Speech में बदलने के लिए निम्नलिखित तरीके अपनाएँ—

(a) Reporting Verb को ask में बदल दें।

(b) Inverted Commas के बदले that का प्रयोग नहीं करें। अगर Sentence Question Word (when, what, why, where, who, how, which, how many, how much, etc) से शुरू हो, तो that की जगह पर प्रयुक्त Question Word ही दें।

(c) यदि Interrogative Sentence किसी Anomalous Finite (am, is, are, was, were, have, has, do, does, did, can, could, shall, will, etc) से शुरू हो, तो Inverted Commas के बदले if / whether का प्रयोग करें।

(d) प्रयुक्त Interrogative Verb Form को Assertive Verb Form में बदल दें और Indirect Speech के जो सामान्य नियम हैं, उन्हें apply कर पूरे वाक्य को Indirect Speech में बदल दें।

Note: Interrogative Verb Form को Assertive Verb Form में इस प्रकार बदलें —

1. Do you eat?	You eat.
2. Do you not eat?	You do not eat.
3. Does he know?	He knows.
4. Does he not know?	He does not know.
5. Did they go?	They went.
6. Did he not go?	He did not go.
7. Are you ready?	You are ready.
8. Shall we be going?	We shall be going.
9. Must he come?	He must come.
10. Where do you live?	Where you live.
11. How does he live?	How he lives.
12. Why did he come?	Why he came.
13. Where are they going?	Where they are going.
14. Who are you?	Who you are.
15. What is your name?	What your name is.
16. Who killed the tiger?	Who killed the tiger.
17. Who will come?	Who will come.
18. How much do you eat?	How much you eat.
19. Who knows?	Who knows.

Solved Examples:

1. He says to me, "Are you ill?"
He asks me if I am ill.

2. He said to me, "Are you ill?"
He asked me if I was ill.

3. She said to me, "Will you help me?"
She asked me if I would help her.

4. They said, "Were you present there?"
They asked me if I had been present there.

5. He said to Sita, "Do you love me?"
He asked Sita if she loved him.

6. He says to Geeta, "Does your brother help you?"
He asks Geeta if her brother helps her.

7. We said to her, "Did you know us?"
We asked her if she had known us.

8. He said to Sita, "Did you not vex me?"
He asked Sita if she had not vexed him.

9. She said to me, "Were you going to me?"
She asked me if I had been going to her.

EXERCISE 85

Direction: Change the following into indirect speech —

[A]

1. He says to me, "Are you ready?"
2. He said to me, "Are you ready?"
3. She says to Ram, "Have you time for me?"
4. She said to Ram, "Have you time for me?"
5. Ram says to Leela, "Is your sister coming today?"
6. Ram said to Leela, "Is your sister coming today?"
7. She says to him, "Am I dear to you?"
8. She said to him, "Am I dear to you?"
9. He says to me, "Have you stolen my pen?"
10. He said to me, "Have you stolen my pen?"
11. Mohan says to Sheela, "Were you not my friend?"
12. Mohan said to Sheela, "Were you not my friend?"
13. She says to me, "Was your brother going to market?"
14. She said to me, "Was your brother going to market?"
15. She says to her sister, "Had you done it?"
16. She said to her sister, "Had you done it?"
17. I said to him, "Will you help me?"
18. You said to Reeta, "Can you help me?"
19. She says to me, "Should you cheat me?"
20. He said to me, "Will you not help her?"

[B]

1. He says to me, "Do you love me?"
2. He said to me, "Do you love me?"
3. She says to him, "Do you know me?"
4. She said to him, "Do you know me?"
5. She says to him, "Does he not help you?"
6. She said to him, "Does he not help you?"
7. She says to me, "Did you teach my sister?"
8. She said to me, "Did you teach my sister?"
9. He says to Leela, "Did you not love me?"
10. He said to Leela, "Did you not love me?"

11. He says to her, "Do you not like my sister?"
12. He said to her, "Do you know my father?"
13. He said to her, "Did you not like my sister?"
14. He said to her, "Do you think it may rain today?"
15. She asked me, "Are you sorry for what you did?"
16. He said to me, "Does your mother love me?"
17. He says to her, "Did you not give me your pen?"
18. He said to her, "Did you not give me your pen?"
19. He says to Sita, "Do you think I do not cheat you?"
20. He said to Sita, "Do you think I did not cheat you?"

Solved Examples:

1. He says to me, "Where do you live?"
   He asks me where I live.
2. He said to me, "Where do you live?"
   He asked me where I lived.
3. He said to me, "Why did you abuse me?"
   He asked me why I had abused him.
4. He said to Sita, "Why have you done this?"
   He asked Sita why she had done that.
5. She says to me, "Who are you?"
   She asks me who I am.
6. She said to me, "Who are you?"
   She asked me who I was.
7. He said to me, "Who went to you?"
   He asked me who had gone to me.
8. He said to me, "What is your name?"
   He asked me what my name was.
9. He said, "What was falling?"
   He asked what had been falling.
10. He said to me, "What will you do for me?"
    He asked me what I would do for him.

EXERCISE 86

Direction: Put the following into indirect speech.—

[A]

1. He says to me, "What do you eat?"
2. He said to me, "What do you eat?"
3. She says to Ram, "Why do you not help me?"
4. She said to Ram, "Why do you not help me?"
5. He says to Gita, "When did you help me?"

6. He said to Gita, "When did you help me?"
7. Mohan says to the beggar, "Why are you sad?"
8. Mohan said to the beggar, "Why are you sad?"
9. My mother says to me, "When will you go?"
10. My mother said to me, "When will you go?"
11. The son said to his father,"When will you buy me a bicycle?"
12. He said to me, "Why were you absent?
13. She said to me, "Where have you been working?"
14. He said to me, "Why are you disturbing me?"
15. She said to the king, "What can I do for you?"
16. He said to the boy, "Why have you caught my hen?"
17. Ramu said to his mistress, "Why were you beating me for nothing?"
18. He said to me, "Why had he not completed the job?"
19. She said to the teacher, "How shall I repay you?"
20. I said to the queen, "What have you for me?"

[B]

1. He says to me, "What is your name?"
2. She said to me, "What is your name?"
3. He says, "Who can do this?"
4. He said, "Who can do this?"
5. She said, "How much do you eat?"
6. She said, "Who will help me?"
7. He said to me, "Who has beaten you?"
8. He said to me, "Who wanted to kill you?"
9. She said, "What is this?"
10. He asked, "Which team won the match?"
11. He said, "What happened?"
12. I said to my father, "Who was with you?"
13. He said to me, "Who can defeat me?"
14. She said to me, "What should I do for you?"
15. Ramu said, "Who was calling me?"
16. The farmer said, "How long will it rain?"
17. She said to me, "How many pens have you?"
18. They said to me, "Who is helping you?"
19. She said to him, "What is the problem with you?"
20. The man said to the little girl, "Who are you and what do you want?"

[C]

1. "Where are the students?" asked the teacher.
2. "Do you want to go without me?" the father said to his son.
3. "Who killed your dog?" the man said to me.

4. They said, "Who will save us?"
5. The man said, "Have you written the letter?"
6. The servant said, "The lawyer has come to see you."
7. He said to me, "Where is your bicycle?"
8. I said to my father, "When did you give me money?"
9. "Why was he going to you?" I said to him.
10. He said, "God is everywhere."
11. I said, "Mohan, what are you doing today?"
12. He said, "I shall go as soon as it is possible."
13. "What is this?" said Oberon to Puck.
14. She said to her husband, "What is it that makes you so sad?"
15. He said, "Ravi, when is the next train?"
16. I said to her, "He likes you but I don't like you."
17. My father said to me, "I shall buy you a bicycle if you do your homework in time."
18. He said to her, "Do you know who was teaching me and my brother?"
19. They said to me, "Where were our books?"
20. He said, "God is kind to all of us."

IMPERATIVE SENTENCES: INDIRECT SPEECH

Imperative Sentence से प्रायः order, command, advice या request का बोध होता है। इसे Indirect Speech में बदलने के लिए निम्नलिखित Special Rules की सहायता लें —

(a) Reporting Verb को अर्थ के अनुसार tell/ask/order/command/request/suggest/advise में बदल दें।

(b) Direct Speech में Reporting Verb के बाद Object रहे या न रहे, Indirect Speech में Reporting Verb के बाद Object अवश्य दें।

(c) Reported Speech में प्रयुक्त Please, Kindly, आदि शब्दों का लोप कर दें।

(d) Inverted Commas को to/not to में बदल दें और उसके बाद अभीष्ट Verb का V^1 दें। फिर अन्य पदों को General Rules of Narration के अनुसार दें। अब आप संपूर्ण प्रक्रिया को नीचे दिए गए उदाहरणों से समझें।

1. He said to me, "Bring a glass of water."
He ordered me to bring a glass of water.

2. The doctor said to me, "Walk in the morning."
The doctor advised me to walk in the morning.

3. My son said to me, "Please buy me a coat."
My son requested me to buy him a coat.

4. He said, "Run."
He ordered me to run.

5. She said, "Ram, do as I say."
   She told/asked/ordered Ram to do as she said.
6. The teacher said, "Show me the work that you have done."
   The teacher told/asked/ordered the student to show him the work that he (the student) had done.

EXERCISE 87

Direction: Put the following into indirect speech —

1. She said to me, "Bring a glass of water."
2. She said to me, "Bring me a glass of water."
3. He said to me, "Go there."
4. The old man said to his servant, "Close the door."
5. He said, "Stand up on the bench."
6. My mother said to me, "Switch off the T.V."
7. My son said to me, "Please give me some money."
8. He said to his wife, "Prepare a cup of tea."
9. The doctor said to me, "Take the medicine in time."
10. Mother said to me, "Go to market."
11. The beggar said to me, "Kindly give me some food."
12. The teacher said, "Get up early."
13. The doctor said to me, "Take care of your health."
14. She said to me, "Have a cup of tea."
15. The saint said to me, "Believe in God."
16. He said to her, "Wait for me till I return."
17. He said to me, "Please remember what I told you."
18. Mohan said to his brother, "Depend on what I say."
19. The teacher said, "Work hard if you want to get success."
20. She said to us, "Do whatever you like."

NEGATIVE IMPERATIVES

यदि Imperative Sentence Don't से शुरू हो, तो Indirect Speech में to के बदले 'not to' दें या Reporting Verb को forbid में बदलें, जैसा कि इन उदाहरणों से स्पष्ट है —

1. He told me, "Don't shout in the class."
   He asked me not to shout in the class.
   or, He forbade me to shout in the class.
2. He said, "Don't make too much noise, children."
   He asked the children not to make too much noise.
   or, He forbade the children to make too much noise.
3. "Don't drive too fast," she said.
   She told me not to drive too fast.
   She forbade me to drive too fast.

Note: ध्यान दें कि forbade के बाद not to का प्रयोग नहीं होकर सिर्फ 'to' का प्रयोग हुआ है।

EXERCISE 88

Direction: Put the following into indirect speech —

1. My father said to me, "Don't walk in the sun."
2. Ram said to his servant, "Do not do this."
3. He said, "My son, don't kill the bird."
4. He said, "Don't sleep late."
5. The teacher told us, "Don't talk in the class."
6. The doctor said to her, "Don't drink."
7. He said, "Don't ask so many questions."
8. The beggar said, "Don't beat me."
9. The thief said to the judge, "Don't send me to jail."
10. He said, "Don't touch this wire, John."
11. "Don't stay here," she said.
12. The student said to the teacher, "Please do not order me to go out of the class."
13. Ranjan said to his friend, "Do not spoil your health."
14. She said to me, "Don't go today."
15. I said, "Don't be misguided."
16. The doctor said to me, "Don't smoke if you want to improve your health."
17. The teacher said, "Don't make a noise when I am in the class."
18. I said, "Don't drive fast when the road is busy."
19. She said to him, "Do not go there if you want to stay here."
20. I said to my friend, "Don't be afraid when you are with me."

EXERCISE 89

Direction: Put the following into indirect speech—

1. "Don't believe everything you hear," he warned me.
2. "Look before you leap," he said to her.
3. He said, "Follow her if she leaves the house."
4. "Who put salt in my coffee?" she said.
5. He said, "I had to help you."
6. He said to me, "I can't tell you how grateful I am."
7. She said, "Do you know who is coming?"
8. Amit said to me, "Where did you go yesterday?"
9. She said to her servant, "Do as I tell you."

10. She said, "The sun never rises in the west."
11. "What makes you cry?" asked his sister.
12. She said to the maid, "Go and send off this letter."
13. My mother said, "Do not go against your father."
14. "Don't be afraid, my children," said the host.
15. The gentleman said, "I am free to do what I like with my walking stick."
16. He said, "Oil and water do not mix."
17. He asked, "Where is the doctor and what is he doing?"
18. He said, "God is everywhere."
19. She said to me, "Work is worship."
20. He said to me, "Please give me your bicycle for a day."

OPTATIVE SENTENCE: INDIRECT SPEECH

Optative Sentence से अभिशाप, आशीर्वाद, प्रार्थना या इच्छा का बोध होता है। इसे Indirect Speech में बदला जा सकता है। इसके लिए पूर्व बताए गए General Rules के अलावा निम्नलिखित Special Rules की सहायता लें —

(a) Reporting Verb को वाक्य के अर्थानुसार curse/bless/pray/wish में बदल दें।

(b) Inverted Commas के बदले that दें।

(c) Optative Sentence को Assertive Sentence में बदल दें। अर्थात् Subject के बाद Verb दें। फिर Tense, Person तथा अन्य पद का परिवर्तन सामान्य नियम के अनुसार करें।

(d) अंत में full stop दें।

अब आप सम्पूर्ण प्रक्रिया को नीचे दिए गए उदाहरणों से समझें —

1. He said to me, "May you live long!"
He blessed me that I might live long.
2. My father said to me, "May you get success!"
My father wished me that I might get success.
3. They said, "May God save the king!"
They wished/prayed that God might save the king.
4. He said to her, "May you die!"
He cursed her that she might die.

Note: (a) ऐसे वाक्यों में wish/pray के बाद object न दें।

(b) यदि Optative Sentence में May का प्रयोग नहीं हो, तो उसे वाक्य में जोड़ दें और तब वाक्य को Indirect Speech में बदलें।

5. They said, "Long live our friendship!"
They wished that their friendship might live long.
6. The saint said, "God bless you!"
The saint prayed that God might bless me.

EXERCISE 90

Direction: Turn the following into indirect speech —

1. He said to me, "May you get success!"
2. The mother said to her son, "May God bless you!"
3. The woman said, "May you die of cholera!"
4. The priest said to me, "May you be happy!"
5. He said, "May God pardon this sinner!"
6. She said, "May you die!"
7. My father said to me, "May God help you!"
8. The hermit said, "May you be blessed with a son!"
9. We said, "May the soul of Gandhijee get peace in the Heaven!"
10. He said, "May the Prime Minister live long!"
11. He said to me, "May you live long!"
12. He said, "God save the king!"
13. They said, "Long live our friendship!"
14. The people said, "Long live the king!"
15. The woman said to me, "May you die soon!"
16. My friend said, "May you succeed in your examination!"
17. He said, "God save the President!"
18. The workers said, "Long live our unity!"
19. "May God bless the good boy!" said the old lady.
20. The Principal said, "May you get a first class!"

EXCLAMATORY SENTENCES: INDIRECT SPEECH

Exclamatory Sentences से प्राय: हर्ष, विषाद, क्रोध, घृणा, आश्चर्य या प्रशंसा का भाव व्यक्त होता है। इन्हें Indirect Speech में बदला जा सकता है। इसके लिए पूर्व बताए गए General Rules के अलावा निम्नलिखित Special Rules की सहायता लें —

(a) Reporting Verb को अर्थानुसार exclaim with joy/sorrow/surprise/anger/contempt/regret/applause में बदल दें।

हर्ष / खुशी / उल्लास के लिए	exclaim with joy
दुख / शोक के लिए	exclaim with sorrow
आश्चर्य / विस्मय के लिए	exclaim with surprise

क्रोध के लिए	exclaim with anger
तिरस्कार / घृणा के लिए	exclaim with contempt
प्रशंसा के लिए	exclaim with applause
पश्चाताप / अफसोस के लिए	exclaim with regret

(b) Inverted Commas के बदले that दें।

(c) Ah ! Oh ! Alas ! इत्यादि शब्दों का लोप कर दें।

(d) Exclamatory Sentences को Assertive में बदल दें। अगर Inverted Commas के भीतर अधूरे वाक्य हों, तो उनमें Verb तथा अन्य पद अपनी ओर से जोड़ दें ताकि उनमें निहित भाव सहजता से प्रकट हो सके।

Note: पहले आप Exclamatory Sentences को Assertive Sentences में बदलना सीखें। इसके लिए कुछ common examples दिए जा रहे हैं, जिन्हें समझें —

1. What a beautiful girl she is!
   She is a very beautiful girl.
2. What a place it is!
   It is a very fine place.
3. What a fool I was!
   I was a big fool.
4. How fast the baby runs!
   The baby runs very fast.
5. What a place! / What a place it is!
   It is a very fine/strange/lonely place.
6. What a fool! /What a fool he is!
   He is a great fool.
7. What a fall!
   It is a big fall.
8. How dark the night is!
   The night is very dark.
9. Nonsense!
   It is nonsense.
10. Oh! Enough!
   It is enough.

Some Solved Examples:

1. He said, "Alas! I am ruined."
   He exclaimed with sorrow that he was ruined.
2. The boy said, "Alas! My cat is dead."
   The boy exclaimed with sorrow that his cat was dead.

3. The boys said, "Hurrah! We have won the match."
   The boys exclaimed with joy that they had won the match.
4. The Headmaster said, "Alas! Mrs Indira Gandhi is no more!"
   The Headmaster exclaimed with sorrow that Mrs Indira Gandhi was no more.
5. He said, "What a beautiful girl she is!"
   He exclaimed with joy that she was a very beautiful girl.
6. She said, "How fast my baby runs!"
   She exclaimed with joy that her baby ran very fast.
7. He said, "What a fool I am!"
   He exclaimed with sorrow/regret that he was a big fool.
8. He said, "What a place!"
   He exclaimed with joy that it was a very fine place.
   or, He exclaimed with surprise that it was a very strange place.
9. He said, "What a fall!"
   He exclaimed with sorrow that it was a big fall.
10. Ram said, "What an idea!"
    Ram exclaimed with joy that it was an extraordinary idea.
11. I said, "Oh! Enough!"
    I exclaimed with disgust that it was enough.

EXERCISE 91

Direction: Put the following into indirect speech —

1. She said, "Alas! I am ruined."
2. The girl said, "Alas! My dog is dead."
3. He said, "Oh! I have cut my finger."
4. The players said, "Hurrah! We have won the match."
5. She said, "Bravo! You have done well."
6. He said, "Hurrah! I have got a prize."
7. He said, "Ah! I am happy now."
8. He said, "What a beautiful girl she is!"
9. They said, "What a place it is!"
10. She said, "How fast my baby runs!"
11. He said, "What a fool I am!"
12. They said, "Ah! Our friend has come from America."
13. They said, "How kind the king is!"
14. He said, "How dark the night is!"

15. She said, "How sweetly she sings!"
16. Sonu said, "What a beautiful sight it is!"
17. He said, "How foolish I was!"
18. They said, "What a fall!"
19. He said, "Oh! Enough!"
20. She said, "What a beautiful flower!"
21. She said, "Nonsense!"
22. The girl said, "What a fine morning!"
23. He said, "How clever I am!"
24. She said, "What a nice film it is!"
25. They said, "How cruel the king is!"

MISCELLANEOUS EXERCISE 92

Direction: Put the following into indirect speech —

1. He said, "I shall go tomorrow."
2. She said to me, "Will you listen to me?"
3. He said to him, "Please wait here till I return."
4. Sohan said, "How clever I am!"
5. "Who are you and what do you want?" she said.
6. He said, "Have you anything to tell me, Rozy?"
7. She said to me, "What is the name of your brother?"
8. They said, "May the king live long!"
9. I said to him, "Don't move in the sun."
10. She said to the beggar, "How much do you want?"
11. He said to him, "Isn't your name Ravi?"
12. She said to her father, "When will you buy me a frock?"
13. Ram said, "God is Almighty."
14. He said to me, "May you live long!"
15. He said to me, "Why did you laugh at me?"
16. He says to me, "What were you doing with my toy?"
17. The teacher said, "The earth moves round the sun."
18. He said, "What a fine picture!"
19. He says to me, "I shall help you if you help me."
20. He said to them, "I was waiting for you."
21. He said, "I am now speaking to this boy."
22. He said, "It is not so foggy today as it was yesterday."
23. "Okay, I will come again tomorrow," he said.
24. He said to her, "Why did you give up your study?"
25. I said to him, "How can you prove that she loves you?"

26. He said, "What is the problem here?"
27. The teacher said, "Don't shout when I am in the class."
28. The doctor said to me, "Take the medicine in time."
29. He said, "My sons, don't waste your time."
30. The leader said, "Long live our unity!"
31. The woman said, "May you die of cholera!"
32. He said to me, "I wanted to help you but I am not going to help you because you have never been kind to me."
33. He said to me, "How much money can you give me for the service I have done to you?"
34. Ramu said, "What a place!"
35. "Stop this horrible noise," he said.
36. The prince said, "It gives me great pleasure to be here this evening."

□